# NORTHERN RURAL TRAINING AND EMPLOYMENT CONSORTIUM (NORTEC) MEMORANDUM OF UNDERSTANDING (MOU)

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**PARTIES TO THE MOU** *(SIGNATURES)*

***NoRTEC, the WIOA Title I grant recipient and administrative entity, representing a Local Workforce Development Area comprised of a consortium of eleven counties: Butte, Del Norte, Lassen, Modoc, Nevada, Plumas, Shasta, Sierra, Siskiyou, Tehama, and Trinity.***

*SIGNATURES:*

*Ric Leutwyler, Chair of the Governing Board (NoRTEC)*

*Susan Marie, Chair of the Workforce Development Board (NoRTEC)*

***WIOA Title I, Adult, Dislocated Worker, and Youth Programs***

*SIGNATURES:*

*Kristine ZuaZua, Executive Director – Alliance for Workforce Development*

*Wendy Zanotelli, Executive Director – SMART Workforce Center*

*Carrie Ferchaud, Executive Director – Job Training Center of Tehama County*

***WIOA Title I, Native American Programs (Section 166)***

*SIGNATURE:*

*Lorenda T. Sanchez, Executive Director - California Indian Manpower Consortium, Inc.*

***WIOA Title I, Migrant Seasonal Farmworker Programs (Section 167)***

*SIGNATURE:*

*Heather Henry, Chief Executive Director - California Human Development Corporation*

***WIOA Title II, Adult Education and Literacy Programs***

*SIGNATURES:*

*Nevada and Placer Counties*

*Noah Levinson, Administrator – Placer School for Adults*

*Steve Caminiti, Acting Superintendent*

*Butte County*

*Doug Williams, Superintendent – Oroville Union High School District*

*Nick Catomerisios, Director of Alternative Education - Oroville Adult Education Center, Oroville Unified School District*

*Plumas and Sierra Counties*

*James Berardi, Superintendent - Sierra County Office of Education*

*Andrea White, Superintendent – Plumas County Office of Education*

*Modoc County*

*Mike Martin, Superintendent – Modoc County Office of Education*

***WIOA Title III, Wagner-Peyser Programs***

*SIGNATURE:*

*Jeff Richard, Deputy Division Chief – California Employment Development Department Workforce Services Branch*

***Trade Adjustment Assistance Programs***

*SIGNATURE:*

*Jeff Richard, Deputy Division Chief – California Employment Development Department Workforce Services Branch*

***Veterans Programs***

*SIGNATURE:*

*Jeff Richard, Deputy Division Chief – California Employment Development Department Workforce Services Branch*

***Unemployment Insurance Program***

*SIGNATURE:*

*David Rangel, Employment Development Administrator – California Employment Development Department Unemployment Branch*

***WIOA Title IV, Vocational Rehabilitation Programs***

*SIGNATURES:*

*Sharon O'Sullivan, District Administrator - California Department of Rehabilitation*

*Sean Nunez – Regional Director- California Department of Rehabilitation*

***Title V, Older American Act Programs***

*SIGNATURE:*

*Demetrios Antzoulatos, VP – Finance, Operations & Grants – AARP Foundation, The Senior Community Service Employment Program (SCSEP)*

***CalWORKs/TANF***

*SIGNATURES:*

*Tiffany Rowe, Interim Director - Butte County Department of Employment & Social Services*

*Brad Stephens, County Council*

*Barbara Longo, Director* - Lassen *County Health* & *Social Services Agency*

*Amanda Uhrahammer, County Counsel*

*Geri Byrne, Chairman of Board of Supervisors - Modoc County Board of Supervisors*

*Rachel Peña Roos, Director - Nevada County Director of Social Services*

*Katharine Elliott, Social Services County Counsel*

*Debbie Wingate, Director - Plumas County Department of Social Services*

*Joshua Brechtel, County Counsel*

*Rhonda Grandi, Director - Sierra County Department of Social Services*
*David Prentice, County Counsel*
*Joey Borges – Chair, Del Norte County Board of Supervisors – Del Norte County Department of Health & Human Services*
*Jaqueline Roberts, County Counsel, Del Norte County*
*Kevin Crye, Chair – Shasta County Board of Supervisors*
*James Ross, County Counsel or Alan B. Cox, Deputy County Counsel, Shasta County*
*Nancy Ogren – Chair, Siskiyou County Board of Supervisors*
*Natalie Reed, County Counsel, Siskiyou County*
*Bekkie Emery, Director – Tehama County Department of Social Services*
*Elizabeth Hamilton, Director – Trinity County Health and Human Services*
*Margaret Long, Trinity County – Trinity County Counsel*

**APPENDIX: SERVICE AND REFERRAL MATRIX**

A: Butte County
B: Del Norte County
C: Lassen County
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K: Trinity County

**EXHIBIT 1: INFRASTRUCTURE FUNDING AGREEMENT (EXCEL SPREADSHEET)**

Consolidated Infrastructure Budget (Exhibit A)
Consolidated Proportionate Share of Infrastructure Costs (Exhibit B)
Summary of Career Services (Exhibit C)
Other Systems Costs: Basic Career Services and Individual Career Services Budget (Exhibit D)

# WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN NORTHERN RURAL TRAINING AND EMPLOYMENT CONSORTIUM (NORTEC) AND AMERICA'S JOB CENTERS OF CALIFORNIA PARTNERS

## Background

The Workforce Innovation and Opportunity Act of 2014 (WIOA), establishes local Workforce Development Boards (WDB), which, in partnership with the chief elected official, are responsible for setting policy and overseeing workforce development programs for a workforce development area. The workforce development area of NoRTEC includes the eleven counties of Butte, Del Norte, Lassen, Modoc, Nevada, Plumas, Sierra, Shasta, Siskiyou, Tehama, and Trinity.

The "chief elected official" for NoRTEC is a joint power agreement (JPA) among the eleven NoRTEC member counties. Each of these counties appoints a member of their Board of Supervisors to serve on the NoRTEC Governing Board. The NoRTEC Governing Board appoints the NoRTEC WDB, consistent with the WIOA for a private sector majority, a cross section of public agencies, education, community-based organizations and organized labor. The NoRTEC Governing Board and the NoRTEC WDB then operate as partners for the implementation of the WIOA.

The establishment of a One-Stop delivery system for workforce development services is a cornerstone of the WIOA and is the primary charge of the NoRTEC WDB and Governing Board. In general, the One Stop delivery system is a network of employment centers within which entities responsible for administering workforce development, educational, and other human resource programs and funding streams (referred to as “Partners”) collaborate to create a seamless system of service delivery designed to enhance access to services and improve long-term employment outcomes for individuals receiving assistance.

## Purpose

WIOA requires an MOU be developed and executed between the NoRTEC Workforce Development Board (WDB) and the America's Job Centers of California (AJCC) Partners to establish an agreement concerning the operations of the AJCC delivery system.

The purpose of the MOU is to establish a cooperative working relationship between the AJCC Partners and to define their respective roles and responsibilities in achieving the policy objectives. The MOU also serves to establish the framework for providing services to employers, employees, job seekers and others needing workforce services.

California's delivery system, the AJCC, is a locally driven system which develops partnerships and provides programs and services to achieve three main policy objectives established by the California Workforce Development Strategic Plan, which includes the following:

- Foster demand-driven skills attainment
- Enable upward mobility for all Californians
- Align, coordinate, and integrate programs and services

These objectives will be accomplished by ensuring access to high-quality AJCCs that provide the full range of services available in the community for all customers seeking assistance with any of the following:

- Career placement services
- Building basic educational or occupational skills
- Earning a postsecondary certificate or degree
- Obtaining guidance on how to make career choices
- Seeking to identify and hire skilled workers

**Mission Statement and Goals**

Bring together workforce development, educational, economic development and other employment services in a seamless customer-focused delivery network that enhances access to program services and improves long-term employment outcomes. As AJCC partners, we are committed to administering our independently funded programs as a set of integrated streamlined services to job seekers and employers, by:

- Helping businesses find skilled workers and access other support services, including education and training, for their current workforce.
- Providing an array of employment and business services and connecting customers to work-related training and education
- Continuing to align investments in workforce, education and economic development to regional in-demand jobs
- Reinforcing partnerships and strategies to provide job seekers and workers with high-quality career services, education and training, and supportive services needed to get good jobs and stay employed
- Continuing to plan, coordinate, and provide services in an integrated manner to maximize the utilization of resources and assure there will be no "wrong door" for customers seeking services from the system
- Measuring customer satisfaction and continuously improving services based upon customer feedback
- Designing and continuously improving a system that reflects statewide/regional economic development strategies and is responsive to industry sectors in the region

**Parties to the MOU**

Per Section 121(b) of the WIOA, the following entities are required partners in the NoRTEC One-Stop System:

1. NoRTEC, the WIOA Title I grant recipient and administrative entity
2. WIOA Title I Adult, Dislocated Worker, and Youth Programs
3. WIOA Title I Native American Programs (Section 166)
4. WIOA Title I Migrant and Seasonal Farmworker Programs (Section 167)
5. WIOA Title II Adult Education and Literacy Programs
6. WIOA Title III Wagner-Peyser Programs
7. WIOA Title IV Vocational Rehabilitation Programs
8. Title V Older Americans Act Programs
9. Trade Adjustment Assistance (TAA) Programs
10. Veterans Programs
11. Unemployment Insurance Program
12. Temporary Assistance for Needy Families (TANF)/CalWORKs

**One-Stop System Services**

The NoRTEC region includes the geographic area of Butte, Del Norte, Lassen, Modoc, Nevada, Plumas, Shasta, Sierra, Siskiyou, Tehama, and Trinity Counties. There are thirteen AJCCs in the region:

**Butte County – Chico Comprehensive AJCC**
Alliance for Workforce Development
500 Cohasset Road, Suite 30
Chico, CA 95926
(530) 961-5125
http://afwd.org

Partners Co-located at this AJCC:

- WIOA Title I – Adult, DW & Youth: Alliance for Workforce Development, Inc.
- WIOA Title III – Wagner Peyser, Veterans, TAA

**Butte County – Oroville Comprehensive AJCC**
Oroville Community Employment Center
78 Table Mountain Blvd
Oroville, CA 95965
(530) 538-7301
http://afwd.org

Partners Co-located at this AJCC:

- WIOA Title I – Adult, DW & Youth: Alliance for Workforce Development, Inc.
- TANF/CalWORKs: Butte County Department of Employment and Social Services

**Del Norte County – Comprehensive AJCC**
SMART Workforce Center
875 5th Street
Crescent City, CA 95531
(707) 464-8347
http://thesmartcenter.biz

Partners Co-located at this AJCC:

- WIOA Title I – Adult, DW & Youth: SMART Business Resource Center
- TANF/CalWORKs – Del Norte County Department of Health & Human Services

**Lassen County – Comprehensive AJCC**
Business and Career Network
1626 Main Street
Susanville, CA 96130
(530) 257-5057
http://afwd.org

Partners Co-located at this AJCC:

- WIOA Title I – Adult, DW & Youth: Alliance for Workforce Development, Inc.

**Modoc County Comprehensive AJCC**
Business and Career Network
701 N. Main Street, Suite F
Alturas, CA 96101
(530) 233-4161
http://afwd.org

Partners Co-located at this AJCC:

- WIOA Title I – Adult, DW & Youth: Alliance for Workforce Development, Inc.
- TEACH – Adult Education

**Nevada County - Comprehensive AJCC**
Business and Career Network
988 Mccourtney Road
Grass Valley, CA 95949
(530) 265-7088
http://afwd.org

Partners Co-located at this AJCC:

- WIOA Title I – Adult, DW & Youth: Alliance for Workforce Development, Inc.
- TANF/CalWORKs: Nevada County Department of Social Services
- EDD Wagner Peyser

**Plumas County – Comprehensive AJCC**
Business and Career Network
76 Crescent Street
Quincy, CA 95971
(530) 283-1606
http://afwd.org

Partners Co-located at this AJCC:

- WIOA Title I – Adult, DW & Youth: Alliance for Workforce Development, Inc.

**Shasta County – Comprehensive AJCC**
Smart Workforce Center
760 Cypress Ave. Suite 210
Redding, CA 96001
(530) 246-7911
http://thesmartcenter.biz

Partners Co-located at this AJCC:

- WIOA Title I – Adult, DW & Youth: SMART Workforce Center

**Sierra County Comprehensive AJCC**
Business and Career Network
305 South Lincoln Street

Sierraville, CA 96126
(530) 994-3349
http://afwd.org

Partners Co-located at this AJCC:

- WIOA Title I – Adult, DW & Youth: Alliance for Workforce Development

**Siskiyou County Comprehensive AJCC**
SMART Workforce Center
College of the Siskiyous
800 College Ave.
Weed, CA 96094
(530) 657-0139
http://thesmartcenter.biz

Partners Co-located at this AJCC:

- WIOA Title I – Adult, DW & Youth: SMART Workforce Center

**Siskiyou County Comprehensive AJCC**
SMART Workforce Center
Goodwill
1810 Fort Jones Rd.
Yreka, CA 96097
(530) 657-0139
http://thesmartcenter.biz

Partners Co-located at this AJCC:

- WIOA Title I – Adult, DW & Youth: SMART Workforce Center

**Tehama County Comprehensive AJCC**
Job Training Center of Tehama County
718 Main Street
Red Bluff, CA 96080
(530) 529-7000
http://jobtrainingcenter.org

Partners Co-located at this AJCC:

- WIOA Title I – Adult, DW & Youth: Job Training Center of Tehama County

**Trinity County Comprehensive AJCC**
Smart Workforce Center
Shasta College Trinity Campus
30 Arbuckle Ct.
Weaverville, CA 96093
(530) 623-5538
http://thesmartcenter.biz

Partners Co-located at this AJCC:

- WIOA Title I – Adult, DW & Youth: SMART Workforce Center

**AJCC System Services**

Each AJCC in the One-Stop system provides access to the full range of available employment services, training and education, and employer assistance as described in the WIOA.

AJCC's services as required by WIOA and provided by the AJCC Partners to this MOU are outlined in Appendix 1 (A-K)

A. Butte County
B. Del Norte County
C. Lassen County
D. Modoc County
E. Nevada County
F. Plumas County
G. Shasta County
H. Sierra County
I. Siskiyou County
J. Tehama County
K. Trinity County

**Responsibility of AJCC Partners**

It is understood that the development and implementation of this system will require mutual trust and teamwork between all involved parties. It is further acknowledged that the system, because it is driven by local needs, will evolve over time, as employer and individual customer needs change. In consideration of the mutual aims and desires of the partners participating in this agreement, and in recognition of the public benefit to be derived from the effective implementation of the programs involved, the partners agree that their respective responsibilities under this agreement will be as follows:

Parties to this MOU agree to engage in planning, plan development, and modification, to result in:

1. Continuous partnership building between all parties to this agreement;
2. Continuous planning responsive to regional, State, and Federal requirements;
3. Responsiveness to specific Statewide and regional economic conditions including employer needs;
4. Adherence to common data collection and reporting needs;
5. Making services applicable to the partner program available to customers through the one-stop delivery system;
6. Participation in the operation of the one-stop system, consistent with the terms of the MOU and requirements of authorized laws.
7. Participation in capacity building and staff development activities in order to ensure that all partners and staff are adequately cross-trained when applicable.

**Funding of Services and Operating Costs**

NoRTEC and the AJCC partners to this MOU have chosen a consolidated system-wide budget for the network of comprehensive AJCCs.

The annual consolidated infrastructure budget outlining the infrastructure costs were provided by each co-located partner. These amounts serve as a baseline to determine the cost each partner contributed. The consolidated infrastructure budget can be found as Exhibit 1.

The costs allocation methodology agreed on by co-located partners is the proportion of an individual partner program's square footage occupancy as a percentage to the total AJCC. This cost allocation methodology adheres to the following: is consistent with federal laws authorizing each partner's program; complies with federal cost principles in the Uniform Guidance; includes only costs that are allowable, reasonable, necessary, and allocable to each program partner; and is based on an agreed upon measure that mathematically determines the proportionate use and benefit received by each partner.

The use of space will be reviewed and reconciled against actual costs at least quarterly by NoRTEC, if needed.

**For Non-Co-Located Partners**

The state is in the process of implementing the requisite statewide data tracking system, and once such data are available, all non-co-located partners who are receiving benefit from the AJCC will also be required to contribute their proportionate share towards infrastructure costs in accordance with State WIOA policies and guidance. Consequently, this MOU must include an assurance from all non-co-located partners that they agree to pay their proportionate share of infrastructure costs as soon as sufficient data are available. By signing this MOU, all parties agree that when data are available to determine the AJCC benefit to non-co-located partners, the infrastructure cost sharing agreement will be renegotiated to include their proportionate share of contributions.

For Native American Programs: WIOA Section 121[h][2][D][iv] stipulates that Native American programs are not required to contribute and will not be contributing to infrastructure funding.

**Methods for Referring Customers**

The AJCC Partners will refer customers using the inter-partner and inter-agency referral process as required by WIOA and described in Attachment A-K.

**Access for Individuals with Barriers to Employment**

The AJCC system is committed to providing needed services to all job seekers, including individuals with barriers to employment.

Section 3(24) of the WIOA defines an "individual with a barrier to employment" as a member of one or more of the following populations:

- Displaced homemakers
- Low-income individuals
- Indians, Alaska Natives, and Native Hawaiians, defined in Section 66 of the WIOA
- Individuals with disabilities, including youth
- Older individuals
- Ex-offenders

- Homeless individuals
- Youth who are in or have aged out of foster care
- Individuals who are English language learners, individuals who have low levels of literacy, and individuals facing substantial cultural barriers
- Eligible migrant and seasonal farm workers as defined in Section 167(i) of WIOA
- Individuals within two years of exhausting lifetime eligibility under Part A of Title IV of the Social Security Act
- Single parents, including pregnant women
- Long-term unemployed individuals
- Other groups as the Governor involved determines to have barriers to employment

AJCC partners ensure their policies, procedures, programs, and services are in compliance with the *Americans with Disabilities Act of 1990* and its amendments, in order to provide equal access to all customers with disabilities.

Section 134(c)(3)(E) of the WIOA requires the Title I Adult program to provide priority of service to recipients of public assistance, other low-income individuals, or individuals who are basic skills deficient. Veterans and eligible spouses shall also be provided priority of services among all eligible individuals, as long as they meet the WIOA Adult program eligibility criteria. WIOA Title I Adult programs must provide priority of service to these groups in the following order:

1. Veterans and eligible spouses who are also recipients of public assistance, other low-income individuals, or individuals who are basic skills deficient.
2. Individuals who are recipients of public assistance, other low-income individuals, or individuals who are basic skills deficient.
3. Veterans and eligible spouses who are not included in one of three WIOA priority groups noted above.

**Shared Technology and System Security**

WIOA emphasizes technology as a critical tool for making all aspects of information exchange possible, including client tracking, common case management, reporting, and data collection. To support the use of these tools, each AJCC Partner agrees to the following:

- Comply with the applicable provisions of WIOA, Welfare and Institutions Code, California Education Code, Rehabilitation Act, and any other appropriate statutes or requirements.
- The principles of common reporting and shared information through electronic mechanisms, including shared technology.
- Commit to share information to the greatest extent allowable under their governing legislation and confidentiality requirements.
- Maintain all records of the AJCC customers or Partners (e.g. applications, eligibility and referral records, or any other individual records related to services provided under this MOU) in the strictest confidence and use them solely for purposes directly related to such services.
- Develop technological enhancements that allow interfaces of common information needs, as appropriate.
- Understand that system security provisions shall be agreed upon by all AJCC Partners.

**Confidentiality**

The AJCC Partner agrees to comply with the provisions of WIOA as well as the applicable sections

of the Welfare and Institutions Code, the California Education Code, the Rehabilitation Act, Federal Privacy Act of 1974, as amended and any other appropriate statute or requirement to assure the following:

- All applications and individual records related to services provided under this MOU, including eligibility for services and enrollment and referral, shall be confidential and shall not be open to examination for any purpose not directly connected with the delivery of such services.
- No person will publish, disclose use, or permit, cause to be published, disclosed or used, any confidential information pertaining to AJCC applicants, participants, or customers overall unless a specific release is voluntarily signed by the participant or customer.
- The AJCC partner agrees to abide by the current confidentiality provisions of the respective statutes to which AJCC operators and other AJCC partners must adhere and shall share information necessary for the administration of the program as allowed under law and regulation. The AJCC partner, therefore, agrees to share client information necessary for the provision of services such as assessment, universal intake, program or training referral, job development or placement activities, and other services as needed for employment or program support purposes.
- Client information shall be shared solely for the purpose of enrollment, referral or provision of services. In carrying out their respective responsibilities, each party shall respect and abide by the confidentiality policies of the other parties.

**Non-Discrimination and Equal Opportunity**

The AJCC partner shall not unlawfully discriminate, harass or allow harassment against any employee, applicant for employment or AJCC applicant due to gender, race, color, ancestry, religion, national origin, veteran status, physical disability, mental disability, medical condition(s), age, sex, sexual orientation or marital status. The AJCC partner agrees to comply with the provisions of the Fair Employment and Housing Act (Government Code Section 12990) and related, applicable regulations. The AJCC partner will assure compliance with the Americans with Disabilities Act of 1990 and its amendments, which prohibits discrimination on the basis of disability, as well as other applicable regulations and guidelines issued pursuant to the Americans with Disabilities Act.

**Grievances and Complaints Procedure**

The AJCC partner providing Title I services agrees to follow NoRTEC's established grievance and complaint procedure that is applicable to customers accessing WIOA funded programs and services. These procedures will allow the customer or entity filing the complaint to exhaust every administrative level in receiving a fair and complete hearing and resolution of their grievance. The Title I AJCC partner also agrees to communicate openly and directly to resolve any problems or disputes related to the provision of services in a cooperative manner and at the lowest level of intervention possible.

AJCC Partners to this MOU agree to have established grievance and complaint processes pertinent solely to their own programs and funds and will use these processes when a complaint is filed only with a partner agency and does not include issues with programs funded under Title I of WIOA.

AJCC Partners to this MOU will share information with customers about how, where, and with whom to file complaints.

**Americans with Disabilities Act and Amendments Compliance**

The AJCC partner agrees to ensure that the policies and procedures as well as the programs and services provided at the AJCC are in compliance with the Americans with Disabilities Act and its amendments. Additionally, partners agree to fully comply with the provisions of the WIOA, Title VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, Title IX of the Education Amendments of 1972, 29 CRF Part 37 and all other regulations implementing the afore-mentioned laws.

**Effective Dates and Terms**

This MOU shall be binding upon each party hereto upon execution by such party. The term of this MOU shall be July 1, 2025 – June 30, 2028. The MOU will be reviewed not less than once every three years to identify any substantial changes that have occurred.

The IFA budgets must be reviewed annually and updated if there are substantial changes. The IFA budgets are located in Appendix A and may change to accomplish any required updating. ***Doing so will not constitute amending this MOU and will not require that the parties again sign this MOU.***

**Modifications and Revisions**

This MOU constitutes the entire agreement between parties and no oral understanding not incorporated herein shall be binding on any of the parties hereto. This MOU may be modified, altered, or revised, as necessary, by mutual consent of the parties, by the issuance of a written amendment, signed and dated by the parties.

**Termination**

The parties understand that implementation of the AJCC system is dependent on the good faith effort of every partner to work together to improve services to the community. The parties also agree that this is a project where different ways of working together and providing services are being tried. In the event that it becomes necessary for one or more parties to cease being a part of this MOU, said entity shall notify the other parties, in writing, 30 days in advance of that intention.

**Supervision/Day-to-Day Operations**

The day-to-day supervision of staff located in the AJCCs will be the responsibility of the site supervisor(s). The employer of staff assigned to the AJCCs will continue to set the priorities of its staff. Any change in work assignments or any problems at the worksite will be handled by the site supervisor(s) and/or the employer of each AJCC staff member.

The office hours for staff at the AJCCs will be established by the site supervisor(s) and/or the employer of staff. All staff assigned to the AJCC will comply with the holiday schedule of their employer and will provide a copy of the holiday schedule to the operator and host agency of the AJCC facility at the beginning of each fiscal year.

Disciplinary actions may result in removal of co-located staff from the AJCCs, and each party will take appropriate action.

Each party shall be solely liable and responsible for providing to, or on behalf of, its employee(s), all legally required employee benefits. In addition, each party shall be solely

responsible and hold all other parties harmless from all matters relating to payment of each party's employee(s), including compliance with social security withholding, workers' compensation, and all other regulations governing such matters.

**Dispute Resolution**

The parties agree to try to resolve policy or practice disputes at the lowest level, starting with the site supervisor(s) and staff. If issues cannot be resolved at this level, they shall be referred to the management staff of the respective staff employer and the operator, for discussion and resolution.

**Press Releases and Communications**

The pertinent AJCC Partners shall have the option to be included in any communicating with the press, television, radio or any other form of media when an AJCC Partner's specific duties or performance under this MOU is addressed. Participation of each party in press/media presentations will be determined by each party's public relations policies. Unless otherwise directed by the other AJCC Partners, in all communications, each party shall make reference to the AJCC as a single system and only call out individual AJCC Partners as appropriate to the topic or issue being covered.

The AJCC Partners agree to utilize the AJCC logo developed by the State of California and the Local Board on buildings identified for AJCC usage. This also includes letterhead, envelopes, business cards, any written correspondence and fax transmittals originating in the AJCC.

**Hold Harmless/Indemnification/Liability**

In accordance with provisions of Section 895.4 of the California Government Code, each party hereby agrees to indemnify, defend and hold harmless all other parties identified in this MOU from and against any and all claims, demands, damages and costs arising out of or resulting from any acts or omissions which arise from the performance of the obligations by such indemnifying party pursuant to this MOU. In addition, except for Departments of the State of California which cannot provide for indemnification of court costs and attorney's fees under the indemnification policy of the State of California, all other parties to this MOU agree to indemnify, defend and hold harmless each other from and against all court costs and attorney's fees arising out of or resulting from any acts or omissions which arise from the performance of the obligations by such indemnifying party pursuant to this MOU. It is understood and agreed that all indemnity provided herein shall survive the termination of this MOU.

**APPENDIX: SERVICE AND REFERRAL MATRIX**

A: Butte County
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**EXHIBIT 1: INFRASTRUCTURE FUNDING AGREEMENT (EXCEL SPREADSHEET)**

Consolidated Infrastructure Budget (Exhibit A)
Consolidated Proportionate Share of Infrastructure Costs (Exhibit B)
Summary of Career Services (Exhibit C)
Other Systems Costs: Basic Career Services and Individual Career Services Budget (Exhibit D)

**Counterparts/Electronic, Facsimile, and PDF Signatures.**

This agreement may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. Partner written signatures may be transmitted by facsimile, email or other electronic means and have the same legal effect as if they were original signatures. Each Party of this agreement agrees to the use of electronic signatures, such as digital signatures that meet the requirements of the California Uniform Electronic Transactions Act (("CUETA") Cal. Civ. Code §§ 1633.1 to 1633.17), for executing this agreement. However, parties cannot be made to use an electronic form of signature if they prefer instead to use physical signatures. The Parties further agree that the electronic signatures of the Parties included in this agreement are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record pursuant to the CUETA as amended from time to time. The CUETA authorizes use of an electronic signature for transactions and contracts among Parties in California, including a government agency. Digital signature means an electronic identifier, created by computer, intended by the party using it to have the same force and effect as the use of a manual signature, and shall be reasonably relied upon by the Parties. For purposes of this section, a digital signature is a type of "electronic signature" as defined in subdivision (i) of Section 1633.2 of the Civil Code. Facsimile signatures or signatures transmitted via pdf document shall be treated as originals for all purposes.

**Signatures**

In WITNESS THEREOF, the parties to this MOU hereby agree to the terms and execute this MOU and Attachments/Exhibits (separate signature pages).

**Northern Rural Training and Employment Consortium, (NoRTEC)**
**WIOA MOU 2025-2028**
**Partner Signature Page**

**WIOA Title I, Grant Recipient & Administrative Entity: Northern Rural Training and Employment Consortium (NoRTEC)**

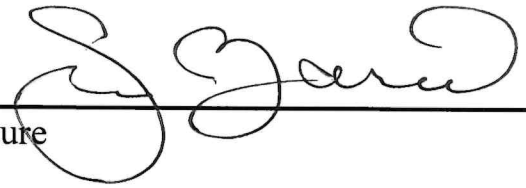
5/22/2025

Signature (Authorized Representative) — Date

Ric Leutwyler, Chair of the NoRTEC Governing Board — NoRTEC

Print Name/Title — Organization Name

**WIOIA Title I, Grant Recipient & Administrative Entity: Northern Rural Training and Employment Consortium (NoRTEC)**



5/22/2025

Signature — Date

Susan Marie, Chair of the Workforce Development Board — NoRTEC

Print Name/Title — Organization Name

**Northern Rural Training and Employment Consortium, (NoRTEC)**
**WIOA MOU 2025-2028**
**Partner Signature Page**

**PARTNER AGENCY**

05/27/2025

Signature (Authorized Representative) Date

Kristine ZuaZua Alliance for Workforce Development Inc.

Print Name/Title Organization Name

**BOARD OF SUPERVISORS**
**(IF REQUIRED):**

Signature Date

Print Name/Title

**APPROVED AS TO FORM**
**(IF REQUIRED):**

County Counsel Signature Date

Print Name/Title

**Northern Rural Training and Employment Consortium, (NoRTEC)**
**WIOA MOU 2025-2028**
**Partner Signature Page**

**PARTNER AGENCY**

Wendy Zanotelli — 6/1/2025

Signature (Authorized Representative) — Date

Wendy Zanotelli / CEO — SMART Workforce Center

Print Name/Title — Organization Name

**BOARD OF SUPERVISORS**
**(IF REQUIRED):**

Signature — Date

Print Name/Title

**APPROVED AS TO FORM**
**(IF REQUIRED):**

County Counsel Signature — Date

Print Name/Title

**Northern Rural Training and Employment Consortium, (NoRTEC)**
**WIOA MOU 2025-2028**
**Partner Signature Page**

**PARTNER AGENCY**

[signature] 5/28/2025

Signature (Authorized Representative) Date

Carrie Ferchaud/CEO Job Training Center

Print Name/Title Organization Name

**BOARD OF SUPERVISORS**
**(IF REQUIRED):**

Signature Date

Print Name/Title

**APPROVED AS TO FORM**
**(IF REQUIRED):**

County Counsel Signature Date

Print Name/Title

**Northern Rural Training and Employment Consortium, (NoRTEC)**
**WIOA MOU 2025-2028**
**Partner Signature Page**

**PARTNER AGENCY**

Lorenda Sanchez — May 28, 2025

Signature (Authorized Representative) — Date

Lorenda T. Sanchez, Executive Director — California Indian Manpower Consortium, Inc.

Print Name/Title — Organization Name

**BOARD OF SUPERVISORS**
**(IF REQUIRED):**

Signature — Date

Print Name/Title

**APPROVED AS TO FORM**
**(IF REQUIRED):**

County Counsel Signature — Date

Print Name/Title

**Northern Rural Training and Employment Consortium, (NoRTEC)**
**WIOA MOU 2025-2028**
**Partner Signature Page**

**PARTNER AGENCY**

Heather Henry — 6/9/25

Signature (Authorized Representative) — Date

Heather Henry, CEO — CA Human Development

Print Name/Title — Organization Name

**BOARD OF SUPERVISORS**
**(IF REQUIRED):**

Signature — Date

Print Name/Title

**APPROVED AS TO FORM**
**(IF REQUIRED):**

County Counsel Signature — Date

Print Name/Title

**Northern Rural Training and Employment Consortium, (NoRTEC)**
**WIOA MOU 2025-2028**
**Partner Signature Page**

**PARTNER AGENCY**

6/17/25

Signature (Authorized Representative) Date

Dr. Steve Caminiti, Acting Superintendent PUHSD

Print Name/Title Organization Name

**BOARD OF SUPERVISORS**
**(IF REQUIRED):**

Signature Date

Print Name/Title

**APPROVED AS TO FORM**
**(IF REQUIRED):**

County Counsel Signature Date

Print Name/Title

APPROVED
by the PUHSD Board of Trustees
on 6/17/25
Certified by D. Atkins, Exec. Asst. to Supt.

**Northern Rural Training and Employment Consortium, (NoRTEC)**
**WIOA MOU 2025-2028**
**Partner Signature Page**

**PARTNER AGENCY**

*David Rangel* *June 10, 2025*

Signature (Authorized Representative) Date

**David Rangel,** **EDD**
**Employment Development Administrator** **Unemployment Insurance**

Print Name/Title Organization Name

**BOARD OF SUPERVISORS**
**(IF REQUIRED):**

Signature Date

Print Name/Title

**APPROVED AS TO FORM**
**(IF REQUIRED):**

County Counsel Signature Date

Print Name/Title

**Northern Rural Training and Employment Consortium, (NoRTEC)**
**WIOA MOU 2025-2028**
**Partner Signature Page**

**PARTNER AGENCY**

Jean Nin 6/3/2025

Signature (Authorized Representative) Date

Jean Nunez, Regional Director CA DOR

Print Name/Title Organization Name

**BOARD OF SUPERVISORS**
**(IF REQUIRED):**

Signature Date

Print Name/Title

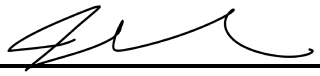
**APPROVED AS TO FORM**
**(IF REQUIRED):**

County Counsel Signature Date

Print Name/Title

**Northern Rural Training and Employment Consortium, (NoRTEC)**
**WIOA MOU 2025-2028**
**Partner Signature Page**

**Employment Development Department**
**Workforce Services Branch**



7/8/2025

Signature (Authorized Representative) Date

**Jeff Richard/ Deputy Division Chief** **Employment Development Department**

Print Name/Title Organization Name

**BOARD OF SUPERVISORS**
**(IF REQUIRED):**

Signature Date

Print Name/Title

**APPROVED AS TO FORM**
**(IF REQUIRED):**

County Counsel Signature Date

Print Name/Title

**Northern Rural Training and Employment Consortium, (NoRTEC)**
**WIOA MOU 2025-2028**
**Partner Signature Page**

**PARTNER AGENCY**

Signature (Authorized Representative) Date

Sharon O'Sullivan Dept of Rehabilitation

Print Name/Title Organization Name

**BOARD OF SUPERVISORS**
**(IF REQUIRED):**

Signature Date

Print Name/Title

**APPROVED AS TO FORM**
**(IF REQUIRED):**

County Counsel Signature Date

Print Name/Title

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# Northern Rural Training and Employment Consortium (NoRTEC)
# WIOA MOU 2025-2028
# Partner Signature Page

## EMPLOYMENT AND SOCIAL SERVICES

Signed by:
Tiffany Rowe
EB9834D45735431...

7/12/2025

Tiffany Rowe, Director — Date
Butte County Department of Employment and Social Services

## COUNTY

DocuSigned by:
Sarah MacArthur
A40A2191B65A443...

7/17/2025

Sarah MacArthur — Date
Butte County General Services

## APPROVED AS TO FORM *On Behalf of*

Signed by:
Kathleen Kelso Greeson
D60BCFE39F2A430...

7/17/2025

Brad J. Stephens — Date
Butte County Counsel

## APPROVED FOR CONTRACT POLICY COMPLIANCE

Signed by:
Jennifer Lawrence
C52179C184C1B648C...

7/14/2025

Jennifer Lawrence — Date
Butte County General Services Contracts Division

**Northern Rural Training and Employment Consortium, (NoRTEC)**
**WIOA MOU 2025-2028**
**Partner Signature Page**

**PARTNER AGENCY**

Signature (Authorized Representative) — Date: 08/12/25

**Joey Borges, Chair** — **County of Del Norte Board of Supervisors**

Print Name/Title — Organization Name

Date: 08/12/25
I hereby certify that according to the provisions of Government Code Section 25103, delivery of this document has been made.
Clerk of the Board
By: _____, Deputy

**BOARD OF SUPERVISORS (IF REQUIRED):**

**N/A**

Signature — Date

**N/A**

Print Name/Title

**APPROVED AS TO FORM (IF REQUIRED):**

County Counsel Signature — Date: 8/5/25

**Jacqueline Roberts, County Counsel**

Print Name/Title

Docusign Envelope ID: 69FB6A3A-CC1F-4B91-8059-0F156C9ACE07

# Northern Rural Training and Employment Consortium, (NoRTEC)
# WIOA MOU 2025-2028
# Partner Signature Page

## PARTNER AGENCY

DocuSigned by:
Tom Sandage
54F4588CFE6042...

6/24/2025

Signature (Authorized Representative) | Date

Tom Sandage | Modoc County Director of Social Services | Modoc County Department of Social Services

Print Name/Title | Organization Name

## BOARD OF SUPERVISORS (IF REQUIRED):

Signed by:
Edwin D Coe II
374E7C150FA0405...

6/25/2025

Signature | Date

Edwin D Coe II | Chair, Modoc County Board of Supervisors

Print Name/Title

## APPROVED AS TO FORM (IF REQUIRED):

DocuSigned by:
CD4E9067BAE941B...

6/24/2025

County Counsel Signature | Date

Margaret Long | County Counsel

Print Name/Title

**Northern Rural Training and Employment Consortium, (NoRTEC)**
**WIOA MOU 2025-2028**
**Partner Signature Page**

**PARTNER AGENCY**

Lori McGee
Lori McGee (Jun 26, 2025 14:11 PDT)

06/26/2025

Signature (Authorized Representative) | Date

Lori McGee, Director | Sierra County Social Services

Print Name/Title | Organization Name

**BOARD OF SUPERVISORS**
**(IF REQUIRED):**

LeeAdams
LeeAdams (Jun 19, 2025 15:31 PDT)

06/19/2025

Signature | Date

Lee Adams, Chairman

Print Name/Title

**APPROVED AS TO FORM**
**(IF REQUIRED):**

Rhetta Vander Ploeg
Rhetta Vander Ploeg (Jun 25, 2025 17:55 PDT)

06/25/2025

County Counsel Signature | Date

Rhetta Vander Ploeg, County Counsel

Print Name/Title

**Northern Rural Training and Employment Consortium, (NoRTEC)**
**WIOA MOU 2025-2028**
**Partner Signature Page**

**PARTNER AGENCY**

Bekkie J. Emery — July 7, 2025
Signature (Authorized Representative) — Date

Bekkie F. Emery / Director — Tehama County Social Services
Print Name/Title — Organization Name

**BOARD OF SUPERVISORS**
**(IF REQUIRED):**

Signature — Date

Print Name/Title

**APPROVED AS TO FORM**
**(IF REQUIRED):**

County Counsel Signature — Date

Print Name/Title

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# Northern Rural Training and Employment Consortium, (NoRTEC)
# WIOA MOU 2025-2028
# Partner Signature Page

## PARTNER AGENCY

DocuSigned by:
Sarah Collard
F7262EB4B48F42B...

7/15/2025

Signature (Authorized Representative) Date

Sarah Collard

Sarah Colard Ph.D. HHSA Agency Director Siskiyou County HHSA

## BOARD OF SUPERVISORS (IF REQUIRED):

**N/A**

Signature Date

Print Name/Title

## APPROVED AS TO FORM (IF REQUIRED):

DocuSigned by:
Dana Barton
8D75D7D4E0C1484...

7/15/2025

County Counsel Signature Date

Dana Barton

Natalie Reed, County Counsel

**Northern Rural Training and Employment Consortium, (NoRTEC)**
**WIOA MOU 2025-2028**
**Partner Signature Page**

**PARTNER AGENCY**

Signature (Authorized Representative) — Date: 06/26/2025

Trent Tuthill, County Administrative Officer — County of Trinity
Print Name/Title — Organization Name

**BOARD OF SUPERVISORS**
**(IF REQUIRED):**

N/A

Signature — Date

Print Name/Title

**APPROVED AS TO FORM**
**(IF REQUIRED):**

County Counsel Signature — Date: 06/26/2025

Margaret Long, County Counsel, County of Trinity
Print Name/Title

| A - Butte County | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | WIOA Title I, Adult/DW/Youth - AFWD, Inc. | WIOA Title I, Native American Programs - California Indian Manpower Consortium | WIOA Title I, Migrant and Seasonal Farmworker Programs - Section (167), CHD | WIOA Title II, Adult Education and Literacy Programs - Oroville Adult Ed. | WIOA Title III, Wagner-Peyser Programs - EDD | WIOA Title IV, Vocational Rehabilitation Programs - California Vocation Rehab | Title V, Older Americans Act Programs - AARP | Trade Adjustment Assistance (TAA) - EDD | Veterans Programs - EDD | Unemployment Insurance - EDD | Temporary Assistance for Needy Families (TANF)/CalWORKs - Department of Employment & Social Services |
| **Basic Career Services** | | | | | | | | | | | |
| Program eligibility | X | X | X | X | | X | X | X | X | X | X |
| Outreach and intake and orientation to services | X | X | X | X | X | X | | X | X | X | X |
| Initial assessment of skill levels | X | X | X | X | | | X | X | x | | X |
| Job search and placement assistance | X | X | X | | X | X | X | X | X | | X |
| Labor Market employment statistics | X | X | X | X | X | X | | X | X | | |
| Supportive services information | X | X | X | | X | | X | X | X | | X |
| Unemployment Insurance Claim Filing Assistance and Information | X | X | | | X | | | X | X | X | |
| Eligibility for programs of financial aid assistance for training and education programs | X | X | X | X | | X | | X | | | X |
| Training vendor information | X | X | X | | X | X | | X | | | |
| Performance measure information | X | X | X | | | X | | X | | | |
| Referrals to other programs and services | X | X | X | X | X | X | X | X | X | | X |
| **Individualized Career Services** | | | | | | | | | | | |
| Comprehensive assessment of skill levels and service needs | X | X | X | X | | X | X | | | | X |
| Individual Employment Plan | X | X | X | | X | X | X | X | x | | X |
| Group counseling | X | X | | | | | | | | | X |
| Individual counseling | X | X | X | | X | X | | X | x | | X |
| Career Planning | X | X | X | X | X | X | X | X | x | | X |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Short-term prevocational services (i.e. communication, interview skills, punctuality) | X | X | X | X | | X | X | | | | X |
| Internships and work experience linked to careers | X | X | X | X | | X | X | | | | X |
| Workforce preparation activities | X | X | X | X | X | X | X | | X | | X |
| Financial literacy services | X | X | | X | | | | | | | |
| Out-of-Area job search assistance and relocation assistance | X | X | | | | X | | | | | |
| English language acquisition and integrated education and training programs | | | X | X | | X | | | | | X |
| **Follow-up Services** | | | | | | | | | | | |
| Counseling regarding the workplace | X | X | X | | x | X | X | | X | | |
| Referral to community resources necessary to retain employment | X | X | X | | x | X | X | | X | | X |
| Provision of supportive services | X | X | X | | | X | | | | | |
| Career development/further education planning | X | X | X | X | | X | | | | | |
| Assistance securing a better paying job | X | X | X | | | X | X | | X | | |
| **Training Services** | | | | | | | | | | | |
| Occupation Skills Training (Classroom based) | X | X | X | X | | X | | | | | X |
| On-the-Job Training (OJT) | X | X | X | | | X | X | | | | |
| Incumbent Worker Training | X | | | | | | | | | | |
| Programs that provide workplace training with related instruction | X | X | | | | X | X | | | | X |
| Training programs operated by the private sector | X | X | | | | X | | | | | X |
| Skill upgrading and retraining | X | X | X | X | | X | X | | | | X |
| Entrepreneurial Training | X | X | | | | | | | | | |
| Transitional Jobs | X | X | | | | X | | | | | |
| Job readiness training | X | X | X | X | | X | X | | | | X |
| Adult education and literacy activities | X | X | X | X | | X | | | | | X |
| High School diploma/GED services | X | X | X | X | | X | | | | | X |
| Employer customized training | X | | | | | X | | | | | |
| **Business Services** | | | | | | | | | | | |
| Labor market information | X | | | X | | | | | | | |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Wage & Benefit information | X | | | X | | | | | | | |
| Local labor pool information | X | | | X | | | | | | | |
| Job/Career Fairs | X | | X | | X | | X | | | | |
| Internet talent search and job postings | X | | | | X | | | | | | |
| Employee recruitment and/or screening assistance | X | X | X | | X | | | | | | |
| Financial assistance for employee training | X | X | | | | | | | | | |
| Employee assessment/testing services | X | X | | | | | | | | | |
| Tax credit information | X | X | | | X | | | | X | | |
| Employer workshops and seminars | X | | | | X | | | | | | |
| Outplacement assistance | X | | | | | | | | | | |
| Small Business Admin. information | X | | | | | | | | | | |
| Human Resource information | X | | | | | | | | | | |
| Rapid Response/Layoff Aversion services | X | X | | | X | | | | | | |
| Job description assistance | X | | | | | | | | | | |
| Referral assistance to partnering agency | X | X | X | | | | | | | | |

**Referral Process**

When referring to partner agencies that are co-located, AFWD staff will personally escort the customer to an agency

**WIOA Title I, Adult, Dislocated Worker and Youth Programs**

Customers interested in obtaining more information regarding services provided by Alliance for Workforce

Sherry Pavlik - Program Manager
500 Cohasset Road, Suite 30, Chico, CA 95926
78 Table Mountain Blvd., Oroville, CA 95965
530-538-5208
spavlik@ncen.org or afwdcontact@ncen.org

**WIOA Title I, Native American Programs (Section 166)**

The local office has asked that all referrals are made through the Sacramento office.

California Indian Manpower Consortium, Inc.
Jeff Hogue, Coordinator
2540 Hartnell Ave.
Redding, CA 96002
(530)222-1004
jefferyh@cimcinc.com

**WIOA Title I, Migrant and Seasonal Farmworker Programs - Section (167)**

Customers with questions about farmworker programs and services would be referred to California Human Development (CHD)

Norma Chavez, Senior Case
1249 Mangrove Avenue, Chico CA

| |
|---|
| 916-371-8220 ext 1051 |
| liliana.sapien@cahumandevelopment.org |
| |
| **WIOA Title II, Adult Education and Literacy Programs** |
| Customers with questions about adult education and/or literacy programs would be referred to Oroville Union High |
| Debra Burtshaw - Administration |
| 530-538-5350 |
| dburtenshaw@ouhsd.org |
| |
| **WIOA Title III, Wagner-Peyser Programs** |
| Customers interested in programs and/or services provided by Wagner- |
| Ignacio Magaña |
| 500 Cohasset Road, Suite 30, Chico CA 95926 |
| 530-701-6311 |
| ignacio.magana@edd.ca.gov |
| The Marysville Office can be used as backup 530-599-3040 |
| WSBMarysvilleFieldOffice@edd.ca.gov |
| |
| **WIOA Title IV, Vocational Rehabilitation Programs** |
| Customers asking about services available through California Department of Rehab, or might fit eligibility requirements |
| Sierra Schmidt |
| 530-895-6039 |
| Sierra.Schmidt@dor.ca.gov |
| |
| **Title V, Older Americans Act Programs** |
| Customers that are requesting information from Experience Works would be referred to AARP Senior Community |
| Melissa Frohrip, Project Director |
| 530-768-5252 |
| Mfrohrip@aarp.org |
| |
| **Trade Adjustment Assistance (TAA) Programs** |
| Customers looking to find out more information regarding Trade Adjustment Assistance would be referred to the |
| EDD - Marysville, CA |
| WSBMarysvilleFieldOffice@edd.ca.gov |
| 530-599-3040 |
| |
| **Veterans Programs (EDD)** |
| Veterans looking to get more information regarding services and/or programs would be referred to the Veterans |
| Andrew Macy |
| DVOP |
| 530-599-3023 |
| Andrew.Macy@edd.ca.gov |
| The Marysville Office can be used as backup 530-749-4882 |
| WSBMarysvilleFieldOffice@edd.ca.gov |
| |
| **Unemployment Insurance Program (EDD)** |

| |
|---|
| Customers with questions regarding EDD's Unemployment Insurance Program are first directed to call the appropriate telephone number based on their preferred language, or by clicking on AskEDD when visiting www.edd.ca.gov. Customers visiting an AJCC, can receive limited in-person guidance and if found that in-office staff are unable to provide meaningful assistance (in-person attempts to assist have been exhausted or if the customer is considered irate or disruptive), they can be directed to the UI Direct phone line, allowing them to speak directly with a UI Single Point of Contact. |
| 500 Cohasset Road, Suite 30, Chico CA 95926 |
| 530-961-5125 |
| |
| **Temporary Assistance for Needy Families (TANF)/CalWORKs** |
| Customers interested in programs and/or services provided by the CalWORKs department would be referred to: |
| (**Chico**) Melissa Kavalich, Resource Staff |
| 765 East Ave., Chico CA 95926 |
| 530-552-6679 |
| mkavalich@buttecounty.net |
| (**Oroville**) John Johnston, Resource Staff |
| 78 Table Mountain Blvd., Oroville, CA 95965 |
| 530-552-6761 |
| jjohnston@buttecounty.net |

| A - Butte County | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | WIOA Title I, Adult/DW/Youth - AFWD, Inc. | WIOA Title I, Native American Programs - California Indian Manpower Consortium | WIOA Title I, Migrant and Seasonal Farmworker Programs - Section (167), CHD | WIOA Title II, Adult Education and Literacy Programs - Oroville Adult Ed. | WIOA Title III, Wagner-Peyser Programs - EDD | WIOA Title IV, Vocational Rehabilitation Programs - California Vocation Rehab | Title V, Older Americans Act Programs - AARP | Trade Adjustment Assistance (TAA) - EDD | Veterans Programs - EDD | Unemployment Insurance - EDD | Temporary Assistance for Needy Families (TANF)/CalWORKs - Department of Employment & Social Services |
| **Basic Career Services** | | | | | | | | | | | |
| Program eligibility | X | X | X | X | | X | X | X | X | X | X |
| Outreach and intake and orientation to services | X | X | X | X | X | X | | X | X | X | X |
| Initial assessment of skill levels | X | X | X | X | | | X | X | x | | X |
| Job search and placement assistance | X | X | X | | X | X | X | X | X | | X |
| Labor Market employment statistics | X | X | X | X | X | X | | X | X | | |
| Supportive services information | X | X | X | | X | | X | X | X | | X |
| Unemployment Insurance Claim Filing Assistance and Information | X | X | | | X | | | X | X | X | |
| Eligibility for programs of financial aid assistance for training and education programs | X | X | X | X | | X | | X | | | X |
| Training vendor information | X | X | X | | X | X | | X | | | |
| Performance measure information | X | X | X | | | X | | X | | | |
| Referrals to other programs and services | X | X | X | X | X | X | X | X | X | | X |
| **Individualized Career Services** | | | | | | | | | | | |
| Comprehensive assessment of skill levels and service needs | X | X | X | X | | X | X | | | | X |
| Individual Employment Plan | X | X | X | | X | X | X | X | x | | X |
| Group counseling | X | X | | | | | | | | | X |
| Individual counseling | X | X | X | | X | X | | X | x | | X |
| Career Planning | X | X | X | X | X | X | X | X | x | | X |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Short-term prevocational services (i.e. communication, interview skills, punctuality) | X | X | X | X | | X | X | | | | X |
| Internships and work experience linked to careers | X | X | X | X | | X | X | | | | X |
| Workforce preparation activities | X | X | X | X | X | X | X | | X | | X |
| Financial literacy services | X | X | | X | | | | | | | |
| Out-of-Area job search assistance and relocation assistance | X | X | | | | X | | | | | |
| English language acquisition and integrated education and training programs | | | X | X | | X | | | | | X |
| **Follow-up Services** | | | | | | | | | | | |
| Counseling regarding the workplace | X | X | X | | x | X | X | | X | | |
| Referral to community resources necessary to retain employment | X | X | X | | x | X | X | | X | | X |
| Provision of supportive services | X | X | X | | | X | | | | | |
| Career development/further education planning | X | X | X | X | | X | | | | | |
| Assistance securing a better paying job | X | X | X | | | X | X | | X | | |
| **Training Services** | | | | | | | | | | | |
| Occupation Skills Training (Classroom based) | X | X | X | X | | X | | | | | X |
| On-the-Job Training (OJT) | X | X | X | | | X | X | | | | |
| Incumbent Worker Training | X | | | | | | | | | | |
| Programs that provide workplace training with related instruction | X | X | | | | X | X | | | | X |
| Training programs operated by the private sector | X | X | | | | X | | | | | X |
| Skill upgrading and retraining | X | X | X | X | | X | X | | | | X |
| Entrepreneurial Training | X | X | | | | | | | | | |
| Transitional Jobs | X | X | | | | X | | | | | |
| Job readiness training | X | X | X | X | | X | X | | | | X |
| Adult education and literacy activities | X | X | X | X | | X | | | | | X |
| High School diploma/GED services | X | X | X | X | | X | | | | | X |
| Employer customized training | X | | | | | X | | | | | |
| **Business Services** | | | | | | | | | | | |
| Labor market information | X | | | X | | | | | | | |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Wage & Benefit information | X | | | X | | | | | | | |
| Local labor pool information | X | | | X | | | | | | | |
| Job/Career Fairs | X | | X | | X | | X | | | | |
| Internet talent search and job postings | X | | | | X | | | | | | |
| Employee recruitment and/or screening assistance | X | X | X | | X | | | | | | |
| Financial assistance for employee training | X | X | | | | | | | | | |
| Employee assessment/testing services | X | X | | | | | | | | | |
| Tax credit information | X | X | | | X | | | | X | | |
| Employer workshops and seminars | X | | | | X | | | | | | |
| Outplacement assistance | X | | | | | | | | | | |
| Small Business Admin. information | X | | | | | | | | | | |
| Human Resource information | X | | | | | | | | | | |
| Rapid Response/Layoff Aversion services | X | X | | | X | | | | | | |
| Job description assistance | X | | | | | | | | | | |
| Referral assistance to partnering agency | X | X | X | | | | | | | | |

**Referral Process**

When referring to partner agencies that are co-located, AFWD staff will personally escort the customer to an agency

**WIOA Title I, Adult, Dislocated Worker and Youth Programs**

Customers interested in obtaining more information regarding services provided by Alliance for Workforce

Sarah Mello - Program Supervisor
500 Cohasset Road, Suite 30, Chico, CA 95926
78 Table Mountain Blvd., Oroville, CA 95965
530-538-5208
afwdcontact@ncen.org

**WIOA Title I, Native American Programs (Section 166)**

The local office has asked that all referrals are made through the Sacramento office.

California Indian Manpower Consortium, Inc.
Jeff Hogue, Coordinator
2540 Hartnell Ave.
Redding, CA 96002
(530)222-1004
jefferyh@cimcinc.com

**WIOA Title I, Migrant and Seasonal Farmworker Programs - Section (167)**

Customers with questions about farmworker programs and services would be referred to California Human Development (CHD)

Norma Chavez - Senior Case Manager
1249 Mangrove Avenue, Chico CA

| |
|---|
| 916-371-8220 ext 105 |
| liliana.sapien@cahumandevelopment.org |
| |
| **WIOA Title II, Adult Education and Literacy Programs** |
| Customers with questions about adult education and/or literacy programs would be referred to Oroville Union High |
| Debra Burtshaw - Administration |
| 530-538-5350 |
| dburtenshaw@ouhsd.org |
| |
| **WIOA Title III, Wagner-Peyser Programs** |
| Customers interested in programs and/or services provided by Wagner- |
| Ignacio Magaña |
| 500 Cohasset Road, Suite 30, Chico CA 95926 |
| 530-701-6311 |
| ignacio.magana@edd.ca.gov |
| The Marysville Office can be used as backup 530-599-3040 |
| WSBMarysvilleFieldOffice@edd.ca.gov |
| |
| **WIOA Title IV, Vocational Rehabilitation Programs** |
| Customers asking about services available through California Department of Rehab, or might fit eligibility requirements |
| Sierra Schmidt<br>530-895-6039<br>Sierra.Schmidt@dor.ca.gov |
| |
| **Title V, Older Americans Act Programs** |
| Customers that are requesting information from Experience Works would be referred to AARP Senior Community |
| Melissa Frohrip, Project Director |
| 530-768-5252 |
| Mfrohrip@aarp.org |
| |
| **Trade Adjustment Assistance (TAA) Programs** |
| Customers looking to find out more information regarding Trade Adjustment Assistance would be referred to the |
| EDD - Marysville, CA |
| WSBMarysvilleFieldOffice@edd.ca.gov |
| 530-599-3040 |
| |
| **Veterans Programs (EDD)** |
| Veterans looking to get more information regarding services and/or programs would be referred to the Veterans |
| Andrew Macy |
| DVOP |
| 530-599-3023 |
| Andrew.Macy@edd.ca.gov |
| The Marysville Office can be used as backup 530-749-4882 |
| WSBMarysvilleFieldOffice@edd.ca.gov |
| |
| **Unemployment Insurance Program (EDD)** |

| |
|---|
| Customers with questions regarding EDD's Unemployment Insurance Program are first directed to call the appropriate telephone number based on their preferred language, or by clicking on AskEDD when visiting www.edd.ca.gov. Customers visiting an AJCC, can receive limited in-person guidance and if found that in-office staff are unable to provide meaningful assistance (in-person attempts to assist have been exhausted or if the customer is considered irate or disruptive), they can be directed to the UI Direct phone line, allowing them to speak directly with a UI Single Point of Contact. |
| 500 Cohasset Road, Suite 30, Chico CA 95926 |
| 530-961-5125 |
| |
| |
| |
| |
| |
| **Temporary Assistance for Needy Families (TANF)/CalWORKs** |
| Customers interested in programs and/or services provided by the CalWORKs department would be referred to: |
| (**Chico**) Melissa Kavalich, Resource Staff |
| 765 East Ave., Chico CA 95926 |
| 530-552-6679 |
| mkavalich@buttecounty.net |
| (**Oroville**) John Johnston, Resource Staff |
| 78 Table Mountain Blvd., Oroville, CA 95965 |
| 530-552-6761 |
| jjohnston@buttecounty.net |

| B - Del Norte County | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | WIOA Title I, Adult/DW/Youth - SMART Workforce Center | WIOA Title I, Native American Programs - Northern California Indian Development Council | WIOA Title I Migrant and Seasonal Farmworker (Section 167) | WIOA Title II, Adult Education and Literacy Programs - Del Norte County | WIOA Title III, Wagner-Peyser Programs - EDD | WIOA Title IV, Vocational Rehabilitation Programs - California Vocation Rehab | Title V, Older Americans Act Programs - AARP | Trade Adjustment Assistance (TAA) Programs | Veterans Programs - EDD | Unemployment Insurance Program - EDD | Temporary Assistance for Needy Families (TANF)/CalWORKs - Department of Health & Human Services |
| ***Services*** | | | | | | | | | | | |
| **Basic Career Services** | | | | | | | | | | | |
| Program eligibility | X | X | | | | X | X | X | X | X | X |
| Outreach and intake and orientation to services | X | X | | | | X | X | X | X | X | X |
| Initial assessment of skill levels | X | X | | | | X | X | X | X | | X |
| Job search and placement assistance | X | X | | | | X | X | X | X | | X |
| Labor Market employment statistics | X | X | | | | X | X | X | X | | X |
| Supportive services information | X | X | | | | X | | X | X | | X |
| Unemployment Insurance Claim Filing Assistance and Information | X | X | | | | | | X | X | X | X |
| Eligibility for programs of financial aid assistance for training and education programs | X | X | | | | | | X | X | | X |
| Training vendor information | X | X | | | | X | | X | X | | X |
| Performance measure information | X | X | | | | | | X | X | | |
| Referrals to other programs and services | X | X | | X | | X | X | X | X | | X |
| **Individualized Career Services** | | | | | | | | | | | |
| Comprehensive assessment of skill levels and service needs | X | X | | X | | X | X | X | X | | X |
| Individual Employment Plan | X | X | | | | X | | X | X | | X |
| Group counseling | | X | | | | | | | | | |
| Individual counseling | X | X | | X | | X | X | | X | | X |
| Career Planning | X | X | | | | X | X | X | X | | X |
| Short-term prevocational services (i.e. communication, interview skills, punctuality) | X | X | | | | X | X | X | X | | X |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Internships and work experience linked to careers | X | X | | | | X | X | | X | | |
| Workforce preparation activities | X | X | | | | X | X | X | X | | X |
| Financial literacy services | | | | | | | | | | | X |
| Out-of-Area job search assistance and relocation assistance | X | X | | | | X | | X | X | | X |
| English language acquisition and integrated education and training programs | | | | X | | X | | | | | |
| **Follow-up Services** | | | | | | | | | | | |
| Counseling regarding the workplace | X | X | | | | X | X | X | X | | X |
| Referral to community resources necessary to retain employment | X | X | | X | | X | X | X | X | | X |
| Provision of supportive services | X | X | | | | X | | | X | | X |
| Career development/further education planning | X | X | | | | X | X | X | X | | X |
| Assistance securing a better paying job | X | X | | | | X | X | X | X | | X |
| **Training Services** | | | | | | | | | | | |
| Occupation Skills Training (Classroom based) | X | X | | | | X | | X | X | | X |
| On-the-Job Training (OJT) | X | X | | | | | | | X | | |
| Incumbent Worker Training | X | X | | | | | | | X | | |
| Programs that provide workplace training with related instruction | | | | | | | | X | | | |
| Training programs operated by the private sector | X | X | | | | X | | X | X | | X |
| Skill upgrading and retraining | X | X | | | | X | X | X | X | | X |
| Entrepreneurial Training | | | | | | | | X | | | X |
| Transitional Jobs | | X | | | | | X | X | X | | |
| Job readiness training | X | X | | | | | X | X | X | | X |
| Adult education and literacy activities | | | | X | | X | | X | | | |
| High School diploma/GED services | | | | X | | | | X | | | |
| Employer customized training | | | | | | | | | X | | |
| **Business Services** | | | | | | | | | | | |
| Labor market information | X | | | | | | | | X | | X |
| Wage & Benefit information | X | | | | | | | | X | | X |
| Local labor pool information | X | | | | | | | | X | | X |
| Job/Career Fairs | X | X | | | | | | | X | | X |
| Internet talent search and job postings | X | | | | | | | | X | | |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Employee recruitment and/or screening assistance | X | X | | | | | | | X | | X |
| Financial assistance for employee training | X | X | | | | | | | X | | |
| Employee assessment/testing services | | X | | | | | | | X | | |
| Tax credit information | X | | | | | | | | X | | X |
| Employer workshops and seminars | X | | | | | | | | X | | |
| Outplacement assistance | | | | | | | | | | | |
| Small Business Admin. information | | | | | | | | | | | |
| Human Resource information | X | | | | | | | | | | |
| Rapid Response/Layoff Aversion services | X | | | | | | | | | | |
| Job description assistance | X | | | | | | | | | | |
| Referral assistance to partnering agency | X | X | | X | | X | X | | X | | X |
| | | | | | | | | | | | |

**Referral Process**

**WIOA Title I, Adult, Dislocated Worker and Youth Programs**

Customers interested in obtaining more information regarding services provided by SMART Workforce Center, would be referred to Christy Hernandez, Supervisor:

875 5th Street, Crescent City, CA 95531
707-464-8347
hchristy@thesmartcenter.biz

**WIOA Title I, Native American Programs - Section (166)**

Customers that might fit eligibility requirement for assistance through Northern CA Indian Development Council or have questions about services would be referred to Angela Davis, NCIDC Program Coordinator:

888 4th Street, Crescent City, CA 95531
707-464-3512
angeladavis@ncidc.org

**WIOA Title I, Migrant and Seasonal Farmworker Programs - Section (167)**

Customers with questions about farmworker programs and services would be referred to California Human Development:

Lilian Sapien - Senior Case Manager
1249 Mangrove Avenue, Chico CA
916-371-8220 ext 1051
liliana.sapien@cahumandevelopment.org

**WIOA Title II, Adult Education and Literacy Programs**

Customers with questions about adult education and/or literacy programs would be referred to Del Norte County Unified School District office to speak to Jeff Harris,

County and District Superintendent:
301 W. Washington Blvd, Crescent City, CA 95531
707-464-0200
jharris@delnorte.k12.ca.us

| |
|---|
| **WIOA Title III, Wagner-Peyser Programs** |
| Customers with questions about Wagner-Peyser programs in our area would be referred to EDD Workforce Services, Cluster Manager, Employment Program Manager II, Claudia Obera De Luna. |
| 409 K Street, Eureka, CA 95501 |
| 707-441-5707 |
| claudia.oberadeluna@edd.ca.gov |
| |
| **WIOA Title IV, Vocational Rehabilitation Programs** |
| Customers asking about services available through Department of Rehab, or might fit eligibility requirements for services, would be referred to Ashley English. |
| Ashley English |
| 1330 Bayshore Way, Eureka, CA 95501 |
| 707-445-6300 |
| ashley.english@dor.ca.gov |
| |
| **Title V, Older Americans Act Programs** |
| Customers that are requesting information from Senior Community Service Employment Program would be referred to: |
| AARP Foundation SCSEP |
| 2400 Washington Ave Suite 231, Redding, CA 96001 |
| 855-850-2525 |
| |
| **Trade Adjustment Assistance (TAA) Programs** |
| Customers looking to find out more information regarding Trade Adjustment Assistance would be referred to the nearest EDD office to speak to Cluster Manager, Employment Program Manager II, Claudia Obera De Luna. |
| 409 K Street, Eureka, CA 95501 |
| 707-441-5707 |
| claudia.oberadeluna@edd.ca.gov |
| |
| **Veterans Programs (EDD)** |
| Veterans looking to get more information regarding services and/or programs would be referred to the Veterans Representative, Thomas Johnson: |
| 409 K Street, Eureka, CA 95501 |
| 707-441-5709 |
| thomas.johnson@edd.ca.gov |
| |
| **Unemployment Insurance Program (EDD)** |
| Customers with questions regarding EDD's Unemployment Insurance Program are first directed to call the appropriate telephone number based on their preferred language, or by clicking on AskEDD when visiting www.edd.ca.gov. Customers visiting an AJCC, can receive limited in-person guidance and if found that in-office staff are unable to provide meaningful assistance (in-person attempts to assist have been exhausted or if the customer is considered irate or disruptive), they can be directed to the UI Direct phone line, allowing them to speak directly with a UI Single Point of Contact. |
| 875 5th Street, Crescent City, CA 95531 |
| (707) 464-8347 |
| |
| **Temporary Assistance for Needy Families (TANF)/CalWORKs** |
| Customers interested in programs and/or services provided by the CalWORKs department would be referred to: |
| Jennifer Ortman, Program Manager, Public Assistance/Employment & Training Branch |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 880 Northcrest Dr, Crescent City, CA 95531 | | | | | | | | | | | |
| 707-464-3191 x 2637 | | | | | | | | | | | |
| jortman@co.del-norte.ca.us | | | | | | | | | | | |

| C - Lassen County | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | WIOA Title I, Adult/DW/Youth - AFWD, Inc. | WIOA Title I, Native American Programs - California Indian Manpower Consortium | WIOA Title I Migrant and Seasonal Farmworker Program (Section 167) | WIOA Title II, Adult Education and Literacy Programs | WIOA Title III, Wagner-Peyser Programs - EDD | WIOA Title IV, Vocational Rehabilitation Programs - California Vocation Rehab | Title V, Older Americans Act Programs - AARP | Trade Adjustment Assistance (TAA) - EDD | Veterans Programs - EDD | Unemployment Insurance - EDD | Temporary Assistance for Needy Families (TANF)/CalWORKs - Department of Social Services |
| ***Services*** | | | | | | | | | | | |
| **Basic Career Services** | | | | | | | | | | | |
| Program eligibility | X | X | | X | X | X | X | X | X | X | X |
| Outreach and intake and orientation to services | X | X | | X | X | X | | X | X | X | X |
| Initial assessment of skill levels | X | X | | X | X | | X | | X | | X |
| Job search and placement assistance | X | X | | | X | X | X | | X | | X |
| Labor Market employment statistics | X | X | | X | X | X | | X | X | | |
| Supportive services information | X | X | | X | X | | X | X | X | | X |
| Unemployment Insurance Claim Filing Assistance and Information | X | X | | | X | | | X | X | X | |
| Eligibility for programs of financial aid assistance for training and education programs | X | X | | X | X | X | | X | | | X |
| Training vendor information | X | X | | | X | X | | | | | |
| Performance measure information | X | X | | | | X | | | | | |
| Referrals to other programs and services | X | X | | X | X | X | X | | X | | X |
| **Individualized Career Services** | | | | | | | | | | | |
| Comprehensive assessment of skill levels and service needs | X | X | | X | | X | X | | | | X |
| Individual Employment Plan | X | X | | | X | X | X | | X | | X |
| Group counseling | X | X | | | X | | | | X | | X |
| Individual counseling | X | X | | X | X | X | | X | X | | X |
| Career Planning | X | X | | X | X | X | X | | X | | X |
| Short-term prevocational services (i.e. communication, interview skills, punctuality) | X | X | | X | X | X | X | | X | | X |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Internships and work experience linked to careers | X | X | | X | | X | X | | | | X |
| Workforce preparation activities | X | X | | X | X | X | X | | X | | X |
| Financial literacy services | X | X | | | | | | | | | |
| Out-of-Area job search assistance and relocation assistance | X | X | | | | X | | | | | |
| English language acquisition and integrated education and training programs | | | | X | | X | | | | | |
| **Follow-up Services** | | | | | | | | | | | |
| Counseling regarding the workplace | X | X | | | | X | X | | X | | |
| Referral to community resources necessary to retain employment | X | X | | | X | X | X | | X | | X |
| Provision of supportive services | X | X | | | | X | | | | | |
| Career development/further education planning | X | X | | X | | X | | | | | |
| Assistance securing a better paying job | X | X | | | X | X | X | | X | | |
| **Training Services** | | | | | | | | | | | |
| Occupation Skills Training (Classroom based) | X | X | | X | | X | | X | X | | X |
| On-the-Job Training (OJT) | X | X | | | | X | X | | X | | |
| Incumbent Worker Training | X | | | | | | | | | | |
| Programs that provide workplace training with related instruction | X | X | | | | X | X | | X | | X |
| Training programs operated by the private sector | X | X | | | | X | | X | X | | X |
| Skill upgrading and retraining | X | X | | | | X | X | | | | X |
| Entrepreneurial Training | X | X | | | | | | | | | |
| Transitional Jobs | X | X | | | | X | | | | | |
| Job readiness training | X | X | | X | | X | X | | X | | X |
| Adult education and literacy activities | X | X | | X | | X | | | X | | |
| High School diploma/GED services | X | X | | X | | X | | | | | X |
| Employer customized training | X | | | | | X | | | | | |
| **Business Services** | | | | | | | | | | | |
| Labor market information | X | | | | X | | | | | | |
| Wage & Benefit information | X | | | | X | | | | | | |
| Local labor pool information | X | | | | X | | | | | | |
| Job/Career Fairs | X | | | | X | | X | | | | |
| Internet talent search and job postings | X | | | X | X | | | | | | |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Employee recruitment and/or screening assistance | X | X | | | X | | | | | | |
| Financial assistance for employee training | X | X | | | | | | | | | |
| Employee assessment/testing services | X | X | | | | | | | | | |
| Tax credit information | X | X | | | X | | | | | | |
| Employer workshops and seminars | X | | | | X | | | | | | |
| Outplacement assistance | X | | | | | | | | | | |
| Small Business Admin. information | X | | | | | | | | | | |
| Human Resource information | X | | | | | | | | | | |
| Rapid Response/Layoff Aversion services | X | X | | | X | | | | | | |
| Job description assistance | X | | | | X | | | | | | |
| Referral assistance to partnering agency | X | X | | | X | | | | | | |

**Referral Process**

When referring to partner agencies that are co-located, Business & Career Network staff will personally escort the customer to an agency representative and provide introductions. For partners not co-located, Business & Career Network staff will contact the agency representative by telephone, e-mail or in person for the customer, and make the referral. The customer will be provided a Business & Career Network staff business card to present to the partner agency.

**WIOA Title I, Adult, Dislocated Worker and Youth Programs**

Customers interested in obtaining more information regarding services provided by Business & Career Network would be referred to:

Kristyna Almaguer - Career Center Advisor
1626 Main St. Suite B, Susanville CA 96130
530-257-5057
afwdcontact@ncen.org

**WIOA Title I, Native American Programs (Section 166)**

The local office has asked that all referrals are made through the Sacramento office.

California Indian Manpower Consortium, Inc.
Jeff Hogue, Coordinator
2540 Hartnell Ave.
Redding, CA 96002
(530)222-1004
jefferyh@cimcinc.com

**WIOA Title II, Adult Education and Literacy Programs**

Customers with questions about adult education and/or literacy programs would be referred to:

Janet Marinoni - Transition Counselor
530-249-9997
JMarinoni@lassencollege.edu

**WIOA Title III, Wagner-Peyser Programs**

| |
|---|
| Customers with questions about Wagner-Peyser programs in our area would be referred to the California Employment Development Department. |
| Redding EDD Office 530-225-2185 ext. 3 Workforce Services |
| WSBReddingFieldOffice@edd.ca.gov |
| |
| **WIOA Title IV, Vocational Rehabilitation Programs** |
| Customers asking about services available through California Department of Rehab, or might fit eligibility requirements for services, would be referred to: |
| Johnna Witte<br>530-895-6052<br>Johnna.Witte@dor.ca.gov |
| |
| **Title V, Older Americans Act Programs** |
| Customers that are requesting information would be referred to AARP, Employment & Training Coordinator for Northern CA: |
| Melissa Frohrip, Project Director |
| 530-768-5252 |
| Mfrohrip@aarp.org |
| |
| **Trade Adjustment Assistance (TAA) Programs** |
| Customers looking to find out more information regarding Trade Adjustment Assistance would be referred to the nearest EDD office to speak to: |
| Redding EDD Office 530-225-2185 ext. 3 Workforce Services |
| WSBReddingFieldOffice@edd.ca.gov |
| |
| **Veterans Programs (EDD)** |
| Veterans looking to get more information regarding services and/or programs would be referred to the Veterans Services Assistant: |
| Redding EDD Office 530-225-2185 ext. 6 Veterans Services |
| WSBReddingFieldOffice@edd.ca.gov |
| |
| **Unemployment Insurance Program (EDD)** |
| Customers with questions regarding EDD's Unemployment Insurance Program are first directed to call the appropriate telephone number based on their preferred language, or by clicking on AskEDD when visiting www.edd.ca.gov. Customers visiting an AJCC, can receive limited in-person guidance and if found that in-office staff are unable to provide meaningful assistance (in-person attempts to assist have been exhausted or if the customer is considered irate or disruptive), they can be directed to the UI Direct phone line, allowing them to speak directly with a UI Single Point of Contact. |
| 1626 Main St. Suite B, Susanville CA 96130 |
| 530-257-5057 |
| |
| **Temporary Assistance for Needy Families (TANF)/CalWORKs** |
| Customers interested in programs and/or services provided by the CalWORKs department would be referred |
| Yvonne Hawkes |
| 1616 Chestnut Street, Susanville, CA 96130 |
| 530-251-8152 |
| yhawkes@co.lassen.ca.us |

| D - Modoc County | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | WIOA Title I, Adult/DW/Youth - AFWD, Inc. | WIOA Title I, Native American Programs - California Indian Manpower Consortium | WIOA Title I Migrant and Seasonal Farmworker Programs (Section 167) | WIOA Title II Adult Education and Literacy Programs | WIOA Title III, Wagner-Peyser Programs - EDD | WIOA Title IV, Vocational Rehabilitation Programs - California Vocation Rehab | Title V, Older Americans Act Programs - AARP | Trade Adjustment Assistance (TAA) - EDD | Veterans Programs - EDD | Unemployment Insurance - EDD | Temporary Assistance for Needy Families (TANF)/CalWORKs - Department of Employment & Social Services |
| ***Services*** | | | | | | | | | | | |
| **Basic Career Services** | | | | | | | | | | | |
| Program eligibility | X | X | | | X | X | X | | X | X | X |
| Outreach and intake and orientation to services | X | X | | | X | X | | X | X | X | X |
| Initial assessment of skill levels | X | X | | | X | | X | | X | | X |
| Job search and placement assistance | X | X | | | X | X | X | | X | | X |
| Labor Market employment statistics | X | X | | | X | X | | X | X | | |
| Supportive services information | X | X | | | X | | X | X | X | | X |
| Unemployment Insurance Claim Filing Assistance and Information | X | X | | | X | | | X | X | X | |
| Eligibility for programs of financial aid assistance for training and education programs | X | X | | | X | X | | X | | | X |
| Training vendor information | X | X | | | X | X | | | | | |
| Performance measure information | X | X | | | | X | | | | | |
| Referrals to other programs and services | X | X | | | X | X | X | | X | | X |
| **Individualized Career Services** | | | | | | | | | | | |
| Comprehensive assessment of skill levels and service needs | X | X | | | | X | X | | | | X |
| Individual Employment Plan | X | X | | | X | X | X | | X | | X |
| Group counseling | X | X | | | X | | | | X | | X |
| Individual counseling | X | X | | | X | X | | X | X | | X |
| Career Planning | X | X | | | X | X | X | | X | | X |
| Short-term prevocational services (i.e. communication, interview skills, punctuality) | X | X | | | X | X | X | | X | | X |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Internships and work experience linked to careers | X | X | | | | X | X | | | | X |
| Workforce preparation activities | X | X | | | X | X | X | | X | | X |
| Financial literacy services | X | X | | | | | | | | | |
| Out-of-Area job search assistance and relocation assistance | X | X | | | | X | | | | | |
| English language acquisition and integrated education and training programs | | | | | | X | | | | | X |
| **Follow-up Services** | | | | | | | | | | | |
| Counseling regarding the workplace | X | X | | | | X | X | | X | | |
| Referral to community resources necessary to retain employment | X | X | | | X | X | X | | X | | X |
| Provision of supportive services | X | X | | | | X | | | | | |
| Career development/further education planning | X | X | | | | X | | | | | |
| Assistance securing a better paying job | X | X | | | X | X | X | | X | | |
| **Training Services** | | | | | | | | | | | |
| Occupation Skills Training (Classroom based) | X | X | | | | X | | X | X | | X |
| On-the-Job Training (OJT) | X | X | | | | X | X | | X | | |
| Incumbent Worker Training | X | | | | | | | | | | |
| Programs that provide workplace training with related instruction | X | X | | | | X | X | | X | | X |
| Training programs operated by the private sector | X | X | | | | X | | X | X | | X |
| Skill upgrading and retraining | X | X | | | | X | X | | | | X |
| Entrepreneurial Training | X | X | | | | | | | | | |
| Transitional Jobs | X | X | | | | X | | | | | |
| Job readiness training | X | X | | | | X | X | | X | | X |
| Adult education and literacy activities | X | X | | | | X | | | X | | X |
| High School diploma/GED services | X | X | | | | X | | | | | X |
| Employer customized training | X | | | | | X | | | | | |
| **Business Services** | | | | | | | | | | | |
| Labor market information | X | | | | X | | | | | | |
| Wage & Benefit information | X | | | | X | | | | | | |
| Local labor pool information | X | | | | X | | | | | | |
| Job/Career Fairs | X | | | | X | | X | | | | |
| Internet talent search and job postings | X | | | | X | | | | | | |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Employee recruitment and/or screening assistance | X | X | | | X | | | | | | |
| Financial assistance for employee training | X | X | | | | | | | | | |
| Employee assessment/testing services | X | X | | | | | | | | | |
| Tax credit information | X | X | | | X | | | | | | |
| Employer workshops and seminars | X | | | | X | | | | | | |
| Outplacement assistance | X | | | | | | | | | | |
| Small Business Admin. information | X | | | | | | | | | | |
| Human Resource information | X | | | | | | | | | | |
| Rapid Response/Layoff Aversion services | X | X | | | X | | | | | | |
| Job description assistance | X | | | | X | | | | | | |
| Referral assistance to partnering agency | X | X | | | X | | | | | | |

**Referral Process**

When referring to partner agencies that are co-located, Business & Career Network staff will personally escort the customer to an agency representative and provide introductions. For partners not co-located, Business & Career Network staff will contact the agency representative by telephone, e-mail or in person for the customer, and make the referral. The customer will be provided a Business & Career Network staff business card to present to the partner agency.

**WIOA Title I, Adult, Dislocated Worker and Youth Programs**

Customers interested in obtaining more information regarding services provided by Business & Career Network would be referred to:

Telene Johnston - Resource Coordinator
701 N. Main Street, #1. Alturas, CA 96101
530-233-4161
afwdcontact@ncen.org

**WIOA Title I, Native American Programs (Section 166)**

The local office has asked that all referrals are made through the Redding office.

California Indian Manpower Consortium, Inc.
Jeff Hogue, Coordinator
2540 Hartnell Ave.
Redding, CA 96002
(530)222-1004
jefferyh@cimcinc.com

**WIOA Title III, Wagner-Peyser Programs**

Customers with questions about Wagner-Peyser programs in our area would be referred to the California Employment Development Department

Redding EDD Office 530-225-2185 ext. 3 Workforce Services
WSBReddingFieldOffice@edd.ca.gov

**WIOA Title IV, Vocational Rehabilitation Programs**

| |
|---|
| Customers asking about services available through California Department of Rehab, or might fit eligibility requirements for services, would be referred to: |
| Stacey Willison<br>530-895-5758<br>Stacey.Willison@dor.ca.gov |
| |
| **Title V, Older Americans Act Programs** |
| Customers that are requesting information would be referred to AARP, Employment & Training Coordinator for Northern CA: |
| Melissa Frohrip - Project Director |
| 530-768-5252 |
| mfrohrip@aarp.org |
| |
| **Trade Adjustment Assistance (TAA) Programs** |
| Customers looking to find out more information regarding Trade Adjustment Assistance would be referred to the nearest EDD office to speak to: |
| Redding EDD Office 530-225-2185 ext. 3 Workforce Services |
| WSBReddingFieldOffice@edd.ca.gov |
| |
| **Veterans Programs (EDD)** |
| Veterans looking to get more information regarding services and/or programs would be referred to the Veterans Services Assistant: |
| Redding EDD Office 530-225-2185 ext. 6 Veterans Services |
| WSBReddingFieldOffice@edd.ca.gov |
| |
| **Unemployment Insurance Program (EDD)** |
| Customers with questions regarding EDD's Unemployment Insurance Program are first directed to call the appropriate telephone number based on their preferred language, or by clicking on AskEDD when visiting www.edd.ca.gov. Customers visiting an AJCC, can receive limited in-person guidance and if found that in-office staff are unable to provide meaningful assistance (in-person attempts to assist have been exhausted or if the customer is considered irate or disruptive), they can be directed to the UI Direct phone line, allowing them to speak directly with a UI Single Point of Contact. |
| 701 N. Main Street, #1. Alturas, CA 96101 |
| 530-233-4161 |
| |
| **Temporary Assistance for Needy Families (TANF)/CalWORKs** |
| Customers interested in programs and/or services provided by the CalWORKs department would be referred to: |
| Karena Nield - Program Manager |
| 324 South Main Street, Alturas, CA 96101 |
| 530-233-6501 or 530-233-6428 |
| karenaneild@co.modoc.ca.us or calworks@co.modoc.ca.us |

| E - Nevada County | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | WIOA Title I, Adult/DW/Youth - AFWD, Inc. | WIOA Title I, Native American Programs - California Indian Manpower Consortium | WIOA Title I Migrant and Seasonal Farmworker Programs (Section 167) | WIOA Title II, Adult Education and Literacy Programs | WIOA Title III, Wagner-Peyser Programs - EDD | WIOA Title IV, Vocational Rehabilitation Programs - California Vocation Rehab | Title V, Older Americans Act Programs - AARP | Trade Adjustment Assistance (TAA) - EDD | Veterans Programs - EDD | Unemployment Insurance - EDD | Temporary Assistance for Needy Families (TANF)/CalWORKs - Department of Social Services |
| ***Services*** | | | | | | | | | | | |
| **Basic Career Services** | | | | | | | | | | | |
| Program eligibility | X | X | | X | | X | X | X | X | X | X |
| Outreach and intake and orientation to services | X | X | | X | X | X | | X | X | X | X |
| Initial assessment of skill levels | X | X | | X | | | X | X | X | | X |
| Job search and placement assistance | X | X | | | X | X | X | X | X | | X |
| Labor Market employment statistics | X | X | | X | X | X | | X | X | | X |
| Supportive services information | X | X | | X | X | | X | X | X | | X |
| Unemployment Insurance Claim Filing Assistance and Information | X | X | | | X | | | X | X | X | X |
| Eligibility for programs of financial aid assistance for training and education programs | X | X | | | | X | | X | | | X |
| Training vendor information | X | X | | | | X | | x | | | X |
| Performance measure information | X | X | | X | | X | | | | | |
| Referrals to other programs and services | X | X | | X | X | X | X | X | X | | X |
| | | | | | | | | | | | |
| **Individualized Career Services** | | | | | | | | | | | |
| Comprehensive assessment of skill levels and service needs | X | X | | X | | X | X | | | | X |
| Individual Employment Plan | X | X | | | X | X | X | X | X | | X |
| Group counseling | X | X | | | | | | | | | X |
| Individual counseling | X | X | | | X | X | | X | X | | X |
| Career Planning | X | X | | X | X | X | X | X | X | | X |
| Short-term prevocational services (i.e. communication, interview skills, punctuality) | X | X | | X | | X | X | | X | | X |

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|---|---|---|---|---|---|---|---|---|---|---|---|
| Internships and work experience linked to careers | X | X | | X | | X | X | | | | X |
| Workforce preparation activities | X | X | | X | | X | X | | X | | X |
| Financial literacy services | X | X | | X | | | | | | | X |
| Out-of-Area job search assistance and relocation assistance | X | X | | | | X | | | | | |
| English language acquisition and integrated education and training programs | | | | X | | X | | | | | X |
| | | | | | | | | | | | |
| **Follow-up Services** | | | | | | | | | | | |
| Counseling regarding the workplace | X | X | | | | X | X | | X | | |
| Referral to community resources necessary to retain employment | X | X | | X | X | X | X | | X | | X |
| Provision of supportive services | X | X | | | | X | | | | | |
| Career development/further education planning | X | X | | X | | X | | | | | |
| Assistance securing a better paying job | X | X | | | | X | X | | X | | |
| | | | | | | | | | | | |
| **Training Services** | | | | | | | | | | | |
| Occupation Skills Training (Classroom based) | X | X | | X | | X | | | | | X |
| On-the-Job Training (OJT) | X | X | | | | X | X | | | | |
| Incumbent Worker Training | X | | | | | | | | | | |
| Programs that provide workplace training with related instruction | X | X | | X | | X | X | | | | X |
| Training programs operated by the private sector | X | X | | X | | X | | | | | X |
| Skill upgrading and retraining | X | X | | X | | X | X | | | | X |
| Entrepreneurial Training | X | X | | X | | | | | | | |
| Transitional Jobs | X | X | | | | X | | | | | X |
| Job readiness training | X | X | | X | | X | X | | | | X |
| Adult education and literacy activities | X | X | | X | | X | | | | | X |
| High School diploma/GED services | X | X | | X | | X | | | | | X |
| Employer customized training | X | | | | | X | | | | | |
| | | | | | | | | | | | |
| **Business Services** | | | | | | | | | | | |
| Labor market information | X | | | X | | | | | | | |
| Wage & Benefit information | X | | | | | | | | | | |
| Local labor pool information | X | | | | | | | | | | |
| Job/Career Fairs | X | | | X | | | X | | | | |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Internet talent search and job postings | X | | | | X | | | | | | |
| Employee recruitment and/or screening assistance | X | X | | | | | | | | | |
| Financial assistance for employee training | X | X | | | | | | | | | |
| Employee assessment/testing services | X | X | | | | | | | | | |
| Tax credit information | X | X | | | X | | | | X | | |
| Employer workshops and seminars | X | | | | | | | | | | |
| Outplacement assistance | X | | | | | | | | | | |
| Small Business Admin. information | X | | | | | | | | | | |
| Human Resource information | X | | | | | | | | | | |
| Rapid Response/Layoff Aversion services | X | X | | | X | | | | | | |
| Job description assistance | X | | | | | | | | | | |
| Referral assistance to partnering agency | X | X | | | | | | | | | |
| | | | | | | | | | | | |

**Referral Process**

When referring to partner agencies that are co-located, Business & Career Network staff will personally escort the customer to an agency representative and provide introductions. For partners not co-located, Business & Career Network staff will contact the agency representative by telephone, e-mail or in person for the customer, and make the referral. The customer will be provided a Business & Career Network staff business card to present to the partner agency.

**WIOA Title I, Adult, Dislocated Worker and Youth Programs**

Customers interested in obtaining more information regarding services provided by Business & Career Network would be referred to:

(**Grass Valley**) Chasity Haynes - Career Center Advisor
988 McCourtney Road, Grass Valley, CA 95949
530-328-1787
afwdcontact@ncen.org

**(Truckee) Nancy Settle** - Resource Coordinator
10879 Donner Pass Rd. #A
Truckee CA 96161
530-328-2069
afwdcontact@ncen.org

**WIOA Title I, Native American Programs (Section 166)**

The local office has asked that all referrals are made through the Sacramento office.

California Indian Manpower Consortium, Inc.
Jeff Hogue, Coordinator
2540 Hartnell Ave.
Redding, CA 96002
(530)222-1004
jefferyh@cimcinc.com

| |
|---|
| **WIOA Title II, Adult Education and Literacy Programs** |
| Customers with questions about adult education and/or literacy programs would be referred to Nevada Joint Union High School District. |
| **(Grass Valley)** Noah Levinson - Principle & Coordinator AE |
| 530-271-2819 ext 2318 |
| nlevinson@puhsd.k12.ca.us |
| |
| **(Truckee)** Noah Levinson - Principle & Coordinator AE |
| 530-271-2819 ext 2318 |
| nlevinson@puhsd.k12.ca.us |
| |
| **WIOA Title III, Wagner-Peyser Programs** |
| Customers looking to find out more information regarding Wagner-Peyser Assistance would be referred to the nearest EDD office to speak to: |
| EDD - Marysville, CA - Marylou Gonzalez (Wednesdays) |
| WSBMarysvilleFieldOffice@edd.ca.gov |
| 530-599-3040 |
| |
| **WIOA Title IV, Vocational Rehabilitation Programs** |
| Customers asking about services available through California Department of Rehab, or might fit eligibility requirements for services, would be referred to: |
| **(Grass Valley)** Juli Marks - Counselor |
| 530-823-4040 |
| juli.marks@dor.ca.gov |
| |
| **(Truckee)** Timothy Savee - Counselor |
| (530)541-3226 |
| Timothy.savee@dor.ca.gov |
| |
| **Title V, Older Americans Act Programs** |
| Customers that are requesting information would be referred to AARP, Employment & Training Coordinator for |
| Melissa Frohrip, Project Director |
| 530-768-5252 |
| Mfrohrip@aarp.org |
| |
| **Trade Adjustment Assistance (TAA) Programs** |
| Customers looking to find out more information regarding Trade Adjustment Assistance would be referred to the |
| EDD - Marysville, CA - Marylou Gonzalez (Wednesdays) |
| WSBMarysvilleFieldOffice@edd.ca.gov |
| 530-599-3040 |
| |
| **Veterans Programs (EDD)** |
| Veterans looking to get more information regarding services and/or programs would be referred to the Veterans |
| EDD - Marysville, CA |
| WSBMarysvilleFieldOffice@edd.ca.gov |
| 530-599-3040 |
| Andrew Macy DVOP (alternate) |
| andrew.macy@edd.ca.gov |

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| **Unemployment Insurance Program (EDD)** |
| Customers with questions regarding EDD's Unemployment Insurance Program are first directed to call the appropriate telephone number based on their preferred language, or by clicking on AskEDD when visiting www.edd.ca.gov. Customers visiting an AJCC, can receive limited in-person guidance and if found that in-office staff are unable to provide meaningful assistance (in-person attempts to assist have been exhausted or if the customer is considered irate or disruptive), they can be directed to the UI Direct phone line, allowing them to speak directly with a UI Single Point of Contact. |
| 988 McCourtney Road, Grass Valley, CA 95949 |
| (530) 265-7088 |
| |
| **Temporary Assistance for Needy Families (TANF)/CalWORKs** |
| Customers interested in programs and/or services provided by the CalWORKs department would be referred to: |
| Department of Social Services |
| Tamaran Cook, Program Manager |
| 988 McCourtney Road, Grass Valley, CA 95949 |
| 530-265-1340 |
| DSS@co.nevada.ca.us or Tamaran.cook@co.nevada.ca.us |
| Tamaran Cook, Program Manager |
| 988 McCourtney Road, Grass Valley, CA 95949 |
| 530-265-1340 |
| DSS@co.nevada.ca.us or Tamaran.cook@co.nevada.ca.us |

| F - Plumas County | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | WIOA Title I, Adult/DW/Youth - AFWD, Inc. | WIOA Title I, Native American Programs - California Indian Manpower Consortium | WIOA Title I Migrant and Seasonal Farmworker Programs (Section 167) | WIOA Title II, Adult Education and Literacy Programs | WIOA Title III Wagner-Peyser Programs | WIOA Title IV, Vocational Rehabilitation Programs - California Vocation Rehab | Title V, Older Americans Act Programs - AARP | Trade Adjustment Assistance (TAA) - EDD | Veterans Programs - EDD | Unemployment Insurance - EDD | Temporary Assistance for Needy Families (TANF)/CalWORKs - Department of Employment & Social Services |
| ***Services*** | | | | | | | | | | | |
| **Basic Career Services** | | | | | | | | | | | |
| Program eligibility | X | X | | X | X | X | X | X | X | X | X |
| Outreach and intake and orientation to services | X | X | | X | X | X | | X | X | X | X |
| Initial assessment of skill levels | X | X | | X | X | | X | | X | | X |
| Job search and placement assistance | X | X | | | X | X | X | | X | | X |
| Labor Market employment statistics | X | X | | | X | X | | X | X | | |
| Supportive services information | X | X | | | X | | X | X | X | | X |
| Unemployment Insurance Claim Filing Assistance and Information | X | X | | | X | | | X | X | X | X |
| Eligibility for programs of financial aid assistance for training and education programs | X | X | | X | X | X | | X | | | X |
| Training vendor information | X | X | | | X | X | | | | | |
| Performance measure information | X | X | | | | X | | | | | |
| Referrals to other programs and services | X | X | | X | X | X | X | | X | | X |
| **Individualized Career Services** | | | | | | | | | | | |
| Comprehensive assessment of skill levels and service needs | X | X | | X | | X | X | | | | |
| Individual Employment Plan | X | X | | | X | X | X | | X | | X |
| Group counseling | X | X | | | X | | | | X | | X |
| Individual counseling | X | X | | | X | X | | X | X | | X |
| Career Planning | X | X | | X | X | X | X | | X | | X |
| Short-term prevocational | X | X | | | X | X | X | | X | | X |
| Internships and work experience linked to careers | X | X | | | | X | X | | | | X |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Workforce preparation activities | X | X | | X | X | X | X | | X | | X |
| Financial literacy services | X | X | | | | | | | | | |
| Out-of-Area job search assistance and relocation assistance | X | X | | | | X | | | | | |
| English language acquisition and integrated education and | | | | X | | X | | | | | X |
| **Follow-up Services** | | | | | | | | | | | |
| Counseling regarding the workplace | X | X | | | | X | X | | X | | |
| Referral to community resources necessary to retain employment | X | X | | | X | X | X | | X | | X |
| Provision of supportive services | X | X | | | | X | | | | | X |
| Career development/further education planning | X | X | | X | | X | | | | | |
| Assistance securing a better paying job | X | X | | | X | X | X | | X | | |
| **Training Services** | | | | | | | | | | | |
| Occupation Skills Training (Classroom based) | X | X | | X | | X | | X | X | | |
| On-the-Job Training (OJT) | X | X | | | | X | X | | X | | |
| Incumbent Worker Training | X | | | | | | | | | | |
| Programs that provide workplace training with related instruction | X | X | | | | X | X | | X | | X |
| Training programs operated by the private sector | X | X | | | | X | | X | X | | X |
| Skill upgrading and retraining | X | X | | | | X | X | | | | |
| Entrepreneurial Training | X | X | | | | | | | | | |
| Transitional Jobs | X | X | | | | X | | | | | X |
| Job readiness training | X | X | | X | | X | X | | X | | X |
| Adult education and literacy activities | X | X | | X | | X | | | X | | X |
| High School diploma/GED services | X | X | | X | | X | | | | | |
| Employer customized training | X | | | | | X | | | | | |
| **Business Services** | | | | | | | | | | | |
| Labor market information | X | | | | X | | | | | | |
| Wage & Benefit information | X | | | | X | | | | | | |
| Local labor pool information | X | | | | X | | | | | | |
| Job/Career Fairs | X | | | | X | | X | | | | |
| Internet talent search and job postings | X | | | X | X | | | | | | |
| Employee recruitment and/or screening assistance | X | X | | | X | | | | | | |
| Financial assistance for employee training | X | X | | | | | | | | | |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Employee assessment/testing services | X | X | | | | | | | | | |
| Tax credit information | X | X | | | X | | | | | | |
| Employer workshops and seminars | X | | | | X | | | | | | X |
| Outplacement assistance | X | | | | | | | | | | |
| Small Business Admin. information | X | | | | | | | | | | |
| Human Resource information | X | | | | | | | | | | |
| Rapid Response/Layoff Aversion services | X | X | | | X | | | | | | |
| Job description assistance | X | | | | X | | | | | | |
| Referral assistance to partnering agency | X | X | | | X | | | | | | X |
| | | | | | | | | | | | |

**Referral Process**

When referring to partner agencies that are co-located, Business & Career Network staff will personally escort the customer to an agency representative and provide introductions. For partners not co-located, Business & Career Network staff will contact the agency representative by telephone, e-mail or in person for the customer, and make the referral. The customer will be provided a Business & Career Network staff business card to present to the partner agency.

**WIOA Title I, Adult, Dislocated Worker and Youth Programs**

Customers interested in obtaining more information regarding services provided by Business & Career Network, would be referred to:

Irshad Stolden - Resource Coordinator
76 Crescent St, Quincy, CA 95971
(530) 283-1606
afwdcontact@ncen.org

**WIOA Title I, Native American Programs (Section 166)**

The local office has asked that all referrals are made through the Sacramento office.

California Indian Manpower Consortium, Inc.
Jeff Hogue - Coordinator
2540 Hartnell Ave.
Redding, CA 96002
530-222-1004
jefferyh@cimcinc.com

**WIOA Title II, Adult Education and Literacy Programs**

Customers with questions about adult education and/or literacy programs would be referred to Plumas County Literacy.

Karen Miller — Feather River Adult Education Consortium (HS diploma)
530-283-1003 (main) or 530-680-9831 (direct)
mabramson@pcoe.k12.ca.us

**WIOA Title III, Wagner-Peyser Programs**

Customers with questions about Wagner-Peyser programs in our area would be referred to the California Employment Development Department.

Redding EDD Office 530-225-2185 ext. 3 Workforce Services
WSBReddingFieldOffice@edd.ca.gov

| |
|---|
| **WIOA Title IV, Vocational Rehabilitation Programs** |
| Customers asking about services available through California Department of Rehab, or might fit eligibility requirements |
| Johnna Witte<br>530-895-6052<br>Johnna.Witte@dor.ca.gov |
| |
| **Title V, Older Americans Act Programs** |
| Customers that are requesting information from Experience Works would be referred to AARP, Employment & Training Coordinator for Northern CA: |
| Melissa Frohrip, Project Director |
| 530-768-5252 |
| Mfrohrip@aarp.org |
| |
| **Trade Adjustment Assistance (TAA) Programs** |
| Customers looking to find out more information regarding Trade Adjustment Assistance would be referred to the nearest EDD office to speak to: |
| Redding EDD Office 530-225-2185 ext. 3 Workforce Services |
| WSBReddingFieldOffice@edd.ca.gov |
| |
| **Veterans Programs (EDD)** |
| Veterans looking to get more information regarding services and/or programs would be referred to the Veterans Services Assistant: |
| Redding EDD Office 530-225-2185 ext. 6 Veterans Services |
| WSBReddingFieldOffice@edd.ca.gov |
| |
| **Unemployment Insurance Program (EDD)** |
| Customers with questions regarding EDD's Unemployment Insurance Program are first directed to call the appropriate telephone number based on their preferred language, or by clicking on AskEDD when visiting www.edd.ca.gov. Customers visiting an AJCC, can receive limited in-person guidance and if found that in-office staff are unable to provide meaningful assistance (in-person attempts to assist have been exhausted or if the customer is considered irate or disruptive), they can be directed to the UI Direct phone line, allowing them to speak directly with a UI Single Point of Contact. |
| 76 Crescent St, Quincy, CA 95971<br>(530) 283-1606 |
| |
| **Temporary Assistance for Needy Families (TANF)/CalWORKs** |
| Customers interested in programs and/or services provided by the CalWORKs department would be referred to: |
| Plumas Social Services |
| 270 County Hospital Road, Suite 207, Quincy, CA 95971 |
| 530-283-6350 |
| benefitscal.org |

| G - Shasta County | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | WIOA Title I, Adult/DW/Youth - SMART Workforce Center | WIOA Title I, Native American Programs - California Indian Manpower Consortium | WIOA Title I Migrant and Seasonal Farmworker Programs (Section 167) | WIOA Title II, Adult Education and Literacy Programs | WIOA Title III, Wagner-Peyser Programs - EDD | WIOA Title IV, Vocational Rehabilitation Programs - California Vocation Rehab | Title V, Older Americans Act Programs - AARP | Trade Adjustment Assistance (TAA) - EDD | Veterans Programs - EDD | Unemployment Insurance - EDD | Temporary Assistance for Needy Families (TANF)/CalWORKs - Department of Health & Human Services |
| ***Services*** | | | | | | | | | | | |
| **Basic Career Services** | | | | | | | | | | | |
| Program eligibility | X | X | X | | X | | X | X | X | X | X |
| Outreach and intake and orientation to services | X | X | X | X | X | X | X | X | X | X | |
| Initial assessment of skill levels | X | X | X | X | X | X | X | | X | | |
| Job search and placement assistance | X | X | X | | X | X | X | | X | | X |
| Labor Market employment statistics | X | X | | | X | X | | X | X | | X |
| Supportive services information | X | X | | | X | X | X | X | X | | |
| Unemployment Insurance Claim Filing Assistance and Information | X | | | | X | | | X | X | X | |
| Eligibility for programs of financial aid assistance for training and education programs | X | | | X | X | | | X | X | | |
| Training vendor information | X | X | X | | X | | | | X | | |
| Performance measure information | X | X | X | | | | X | | X | | |
| Referrals to other programs and services | X | X | X | X | X | X | X | | X | | X |
| **Individualized Career Services** | | | | | | | | | | | |
| Comprehensive assessment of skill levels and service needs | X | X | X | X | | X | X | | X | | |
| Individual Employment Plan | X | X | X | | X | X | X | X | X | | |
| Group counseling | X | | X | | X | | X | | X | | |
| Individual counseling | X | X | X | X | X | X | X | | X | | X |
| Career Planning | X | X | X | | X | X | | | X | | X |
| Short-term prevocational services (i.e. communication, interview skills, punctuality) | X | | | | X | | X | | X | | |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Internships and work experience linked to careers | X | | X | | | | X | | X | | |
| Workforce preparation activities | X | X | X | X | X | X | X | | X | | X |
| Financial literacy services | X | | | | | | | | | | |
| Out-of-Area job search assistance and relocation assistance | X | | | | | | | | | | |
| English language acquisition and integrated education and training programs | X | | | X | | | | | | | |
| **Follow-up Services** | | | | | | | | | | | |
| Counseling regarding the workplace | X | | X | | | | X | | | | |
| Referral to community resources necessary to retain employment | X | | | | X | | X | | X | | |
| Provision of supportive services | X | | X | | | | | | | | |
| Career development/further education planning | X | | | X | | | | | | | |
| Assistance securing a better paying job | X | | | | X | | | | | | |
| **Training Services** | | | | | | | | | | | |
| Occupation Skills Training (Classroom based) | X | X | X | X | | | | X | X | | |
| On-the-Job Training (OJT) | X | X | X | | | | X | | X | | |
| Incumbent Worker Training | X | | | | | | | | | | |
| Programs that provide workplace training with related instruction | X | | | X | | | | | X | | X |
| Training programs operated by the private sector | X | X | | | | | X | X | X | | X |
| Skill upgrading and retraining | X | | X | X | | | | | | | |
| Entrepreneurial Training | X | X | | X | | | | | | | |
| Transitional Jobs | X | | | | | | | | | | |
| Job readiness training | X | X | X | X | | X | X | | X | | X |
| Adult education and literacy activities | X | | | X | | | | | X | | |
| High School diploma/GED services | X | | | X | | | | | | | |
| Employer customized training | X | | | X | | | | | | | |
| **Business Services** | | | | | | | | | | | |
| Labor market information | X | X | | | X | | | | | | |
| Wage & Benefit information | X | | | | X | | | | | | |
| Local labor pool information | X | | | | X | | | | | | |
| Job/Career Fairs | X | X | | X | X | X | X | | | | X |
| Internet talent search and job postings | X | | | | X | | | | | | X |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Employee recruitment and/or screening assistance | X | | | | X | X | | | | | |
| Financial assistance for employee training | X | | | | | | | | | | |
| Employee assessment/testing services | X | | | | | | | | | | X |
| Tax credit information | X | X | | | X | X | | | | | |
| Employer workshops and seminars | X | | | | X | X | | | | | |
| Outplacement assistance | X | | | | | | | | | | |
| Small Business Admin. information | X | | | | | X | | | | | |
| Human Resource information | X | | | | | | | | | | |
| Rapid Response/Layoff Aversion services | X | | | | X | | | | | | |
| Job description assistance | X | | | | X | | | | | | |
| Referral assistance to partnering agency | X | X | | X | X | X | X | | | | X |
| | | | | | | | | | | | |

**Referral Process**

Referrals to partner agencies will be made through phone calls, instant messaging systems, or on-site introductions.

**WIOA Title I, Adult, Dislocated Worker, and Youth Programs**

Customers interested in obtaining more information regarding services provided by:

Smart Workforce Center
760 Cypress Ave #210, Redding, CA 96001
Betsey Ray
Regional Program Manager
530-245-1557
rbetsey@thesmartcenter.biz

**WIOA Title I Native American Programs (Section 166)**

The local office has asked that all referrals are made through the Sacramento office.

California Indian Manpower Consortium, Inc.
Lorenda T. Sanchez
Executive Director
738 North Market Blvd.
Sacramento, CA 95834
916-920-0285
lorendasl@cimcinc.com

**WIOA Title I, Migrant and Seasonal Farmworker Programs - Section 167**

Customers with questions regarding EDD's Migrant Seasonal Farm Workers Program are first directed to use:

Valeria Garnica, Senior Case
916-37-822- x:1072
1325 Pine Street, Redding CA 96001
WSBReddingFieldOffice@edd.ca.gov

**WIOA Title II Adult Education and Literacy Programs**

| |
|---|
| Customers with questions about adult education and/or literacy programs would be referred to: |
| **Anderson Adult Education Center** |
| Jennifer Epperson |
| Office 530-365-3334 |
| jepperson@auhsd.net |
| |
| **Shasta College** |
| Adult Education & Extended Ed |
| Molly Stimple |
| Office 530-395-8548 |
| mstimpel@shastacollege.edu |
| |
| **Shasta Literacy Program** |
| Shasta County Library |
| Shae Darling |
| Literacy Coordinator |
| Office 530-245-7237 |
| literacy@shastalibraries.org |
| |
| **Shasta Adult School** |
| Lori Cahill |
| Secretary |
| Office 530- 245-2626 |
| Fax 530-245-2682 |
| |
| **Good News Rescue Mission - Academic Center** |
| Kevin Hancock |
| Life Skills Coach |
| Office 530-242-5920 ext. 13 |
| khancock@gnrm.org |
| |
| **WIOA Title III, Wagner-Peyser Programs** |
| Customers with questions about Wagner-Peyser programs in our area would be referred to the California Employment Development Department. |
| Redding EDD Office 530-225-2185 ext. 3 Workforce Services |
| WSBReddingFieldOffice@edd.ca.gov |
| |
| **Trade Adjustment Assistance (TAA) Programs** |
| Customers looking to find out more information regarding Trade Adjustment Assistance would be referred to the nearest EDD office to speak to: |
| Redding EDD Office 530-225-2185 ext. 3 Workforce Services |
| WSBReddingFieldOffice@edd.ca.gov |
| |
| **Veterans Programs** |
| Veterans looking to get more information regarding services and/or programs would be referred to the Veterans Services Assistant: |
| Redding EDD Office 530-225-2185 ext. 6 Veterans Services |
| WSBReddingFieldOffice@edd.ca.gov |
| |
| **Unemployment Insurance Program - EDD** |

Customers with questions regarding EDD's Unemployment Insurance Program are first directed to call the appropriate telephone number based on their preferred language, or by clicking on AskEDD when visiting www.edd.ca.gov. Customers visiting an AJCC, can receive limited in-person guidance and if found that in-office staff are unable to provide meaningful assistance (in-person attempts to assist have been exhausted or if the customer is considered irate or disruptive), they can be directed to the UI Direct phone line, allowing them to speak directly with a UI Single Point of Contact.

760 Cypress Ave #210, Redding, CA 96001
(530) 246-7911

**WIOA Title IV, Vocational Rehabilitation Programs**

California Department of Rehabilitation
Larry Nguyen
Office Technician
Office 530-224-4708
larry.nguyen@dor.ca.gov

**Title V, Older Americans Act**

Customers that are requesting information from Senior Community Service Employment Program would be referred to:

AARP Foundation SCSEP
2400 Washington Ave Suite 231, Redding, CA 96001
855-850-2525
https://www.aarp.org/aarp-foundation/our-work/income/scsep/

**Temporary Assistance for Needy Families (TANF)/CalWORKs**

*Eligibility for services may be accessed at one of the following locations or by calling the direct line. A live person will assist the customer over the phone and direct them to the appropriate services they can receive.*

***Shasta County Health and Human Services***

Downtown Redding Center
1220 Sacramento Street
Redding, CA 96001
(530) 229-8441

***Eligibility & Employment Services-Cascade***

2460 Breslauer Way
Redding, CA 96001
(877) 652-0731

***Enterprise Regional Office***

2757 Churn Creek Road
Redding, CA 96002
(530) 224-4894

*Note: Services by also be accessed by calling 211 in Shasta County*

| H - Sierra County | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | WIOA Title I, Adult/DW/Youth - AFWD, Inc. | WIOA Title I, Native American Programs - California Indian Manpower Consortium | WIOA Title I Migrant and Seasonal Farmworker Programs (Section 167) | WIOA Title II, Adult Education and Literacy Programs | WIOA Title III, Wagner-Peyser Programs - EDD | WIOA Title IV Vocational Rehabilitation Programs | Title V, Older Americans Act Programs - AARP | Trade Adjustment Assistance (TAA) - EDD | Veterans Programs - EDD | Unemployment Insurance - EDD | Temporary Assistance for Needy Families (TANF)/CalWORKs - |
| ***Services*** | | | | | | | | | | | |
| **Basic Career Services** | | | | | | | | | | | |
| Program eligibility | X | X | | X | | | X | X | x | X | X |
| Outreach and intake and orientation to services | X | X | | X | | | | X | X | X | X |
| Initial assessment of skill levels | X | X | | X | | | X | X | X | | X |
| Job search and placement assistance | X | X | | | X | | X | X | X | | X |
| Labor Market employment statistics | X | X | | | X | | | X | X | | |
| Supportive services information | X | X | | | X | | X | X | X | | X |
| Unemployment Insurance Claim Filing Assistance and Information | X | X | | | X | | | X | X | X | X |
| Eligibility for programs of financial aid assistance for training and education programs | X | X | | | | | | X | | | X |
| Training vendor information | X | X | | | X | | | X | | | |
| Performance measure information | X | X | | | | | | | | | X |
| Referrals to other programs and services | X | X | | X | X | | X | X | X | | X |
| **Individualized Career Services** | | | | | | | | | | | |
| Comprehensive assessment of skill levels and service needs | X | X | | | | | X | | | | X |
| Individual Employment Plan | X | X | | | X | | X | X | X | | X |
| Group counseling | X | X | | | | | | | | | |
| Individual counseling | X | X | | | X | | | X | X | | X |
| Career Planning | X | X | | | X | | X | X | X | | X |
| Short-term prevocational services (i.e. communication, interview skills, punctuality) | X | X | | | | | X | | X | | X |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Internships and work experience linked to careers | X | X | | | | | X | | | | X |
| Workforce preparation activities | X | X | | | | | X | | X | | X |
| Financial literacy services | X | X | | | | | | | | | |
| Out-of-Area job search assistance and relocation assistance | X | X | | | | | | | | | |
| English language acquisition and integrated education and training programs | | | | X | | | | | | | X |
| **Follow-up Services** | | | | | | | | | | | |
| Counseling regarding the workplace | X | X | | | | | X | | X | | |
| Referral to community resources necessary to retain employment | X | X | | | X | | X | | X | | X |
| Provision of supportive services | X | X | | | | | | | | | X |
| Career development/further education planning | X | X | | | | | | | | | |
| Assistance securing a better paying job | X | X | | | | | X | | X | | X |
| **Training Services** | | | | | | | | | | | |
| Occupation Skills Training (Classroom based) | X | X | | | | | | | | | X |
| On-the-Job Training (OJT) | X | X | | | | | X | | | | |
| Incumbent Worker Training | X | | | | | | | | | | |
| Programs that provide workplace training with related instruction | X | X | | | | | X | | | | X |
| Training programs operated by the private sector | X | X | | | | | | | | | X |
| Skill upgrading and retraining | X | X | | | | | X | | | | X |
| Entrepreneurial Training | X | X | | | | | | | | | |
| Transitional Jobs | X | X | | | | | | | | | |
| Job readiness training | X | X | | | | | X | | | | X |
| Adult education and literacy activities | X | X | | X | | | | | | | X |
| High School diploma/GED services | X | X | | X | | | | | | | X |
| Employer customized training | X | | | | | | | | | | |
| **Business Services** | | | | | | | | | | | |
| Labor market information | X | | | | X | | | | | | |
| Wage & Benefit information | X | | | | X | | | | | | |
| Local labor pool information | X | | | | X | | | | | | |
| Job/Career Fairs | X | | | | X | | X | | | | |
| Internet talent search and job postings | X | | | | X | | | | | | X |
| Employee recruitment and/or screening assistance | X | X | | | X | | | | | | |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Financial assistance for employee training | X | X | | | | | | | | | |
| Employee assessment/testing services | X | X | | | | | | | | | |
| Tax credit information | X | X | | | X | | | | | | |
| Employer workshops and seminars | X | | | | X | | | | | | |
| Outplacement assistance | X | | | | | | | | | | |
| Small Business Admin. information | X | | | | | | | | | | |
| Human Resource information | X | | | | | | | | | | |
| Rapid Response/Layoff Aversion services | X | X | | | X | | | | | | |
| Job description assistance | X | | | | X | | | | | | |
| Referral assistance to partnering agency | X | X | | | X | | | | | | |

**Referral Process**

When referring to partner agencies that are co-located, Business & Career Network staff will personally escort the customer to an agency representative and provide introductions. For partners not co-located, Business & Career Network staff will contact the agency representative by telephone, e-mail or in person for the customer, and make the referral. The customer will be provided a Business & Career Network staff business card to present to the partner agency.

**WIOA Title I, Adult, Dislocated Worker and Youth Programs**

Customers interested in obtaining more information regarding services provided by the Business and Career Network, would be referred to:

Irshad Stolden - Resource Cordinator
305 South Lincoln Street, Sierraville, CA 96126
530-994-3349
afwdcontact@ncen.org

**WIOA Title I, Native American Programs (Section 166)**

The local office has asked that all referrals are made through the Sacramento office.

California Indian Manpower Consortium, Inc.
Jeff Hogue - Coordinator
2540 Hartnell Ave.
Redding, CA 96002
530-222-1004
jefferyh@cimcinc.com

**WIOA Title II, Adult Education and Literacy Programs**

Customers with questions about adult education and/or literacy programs would be referred to:

Wendy Jackson - Coordinator
530-993-1660 ext 180
wjackson@spjusd.org

**WIOA Title III, Wagner-Peyser Programs**

Customers with questions about Wagner-Peyser programs in our area would be referred to the California Employment Development Department.

EDD - Marysville, CA
WSBMarysvilleFieldOffice@edd.ca.gov

| |
|---|
| 530-599-3040 |
| |
| **WIOA Title IV Vocational Rehabilitation Programs** |
| Tim Savee - Counselor |
| (530) 541-3226 |
| tim.savee@dor.ca.gov |
| |
| **Title V, Older Americans Act Programs** |
| Customers that are requesting information would be referred to AARP, Employment & Training Coordinator for Northern CA: |
| Melissa Frohrip, Project Director |
| 530-768-5252 |
| Mfrohrip@aarp.org |
| |
| **Trade Adjustment Assistance (TAA) Programs** |
| Customers looking to find out more information regarding Trade Adjustment Assistance would be referred to the nearest EDD office to speak to: |
| EDD - Marysville, CA |
| WSBMarysvilleFieldOffice@edd.ca.gov |
| 530-599-3040 |
| |
| **Veterans Programs (EDD)** |
| Veterans looking to get more information regarding services and/or programs would be referred to the Veterans Services Assistant: |
| Andrew Macy DVOP |
| 530-599-3023 |
| andrew.macy@edd.ca.gov |
| *or alternate* |
| EDD - Marysville, CA |
| WSBMarysvilleFieldOffice@edd.ca.gov |
| 530-599-3040 |
| |
| **Unemployment Insurance Program (EDD)** |
| Customers with questions regarding EDD's Unemployment Insurance Program are first directed to call the appropriate telephone number based on their preferred language, or by clicking on AskEDD when visiting www.edd.ca.gov. Customers visiting an AJCC, can receive limited in-person guidance and if found that in-office staff are unable to provide meaningful assistance (in-person attempts to assist have been exhausted or if the customer is considered irate or disruptive), they can be directed to the UI Direct phone line, allowing them to speak directly with a UI Single Point of Contact. |
| 305 South Lincoln Street, Sierraville, CA 96126 |
| 530-994-3349 |
| |
| |
| **Temporary Assistance for Needy Families (TANF)/CalWORKs** |
| Customers interested in programs and/or services provided by the CalWORKs department would be referred to: |
| Sierra Social Services |
| Lori McGee |
| Integrated Caseworker Supervisor |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 530-993-6725 or 530 993-6720 | | | | | | | | | | | |
| lmcgee@sierracounty.ca.gov | | | | | | | | | | | |

| I - Siskiyou County | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | WIOA Title I, Adult/DW/Youth - SMART Workforce Center | WIOA Title I Native American Programs (Section 166) California Indian Manpower | WIOA Title I Migrant and Seasonal Farmworker Programs (Section 167) | WIOA Title II Adult Education and Literacy Programs | WIOA Title III, Wagner-Peyser Programs - EDD | WIOA Title IV, Vocational Rehabilitation Programs - California Vocation Rehab | Title V, Older Americans Act Programs - AARP | Trade Adjustment Assistance (TAA) - EDD | Veterans Programs - EDD | Unemployment Insurance - EDD | Temporary Assistance for Needy Families (TANF)/CalWORKs - Siskiyou County Health and Human Service Agency |
| ***Services*** | | | | | | | | | | | |
| **Basic Career Services** | | | | | | | | | | | |
| Program eligibility | X | | X | | X | X | X | X | X | X | X |
| Outreach and intake and orientation to services | X | | X | | X | X | X | X | X | X | X |
| Initial assessment of skill levels | X | | X | | X | | X | | X | | X |
| Job search and placement assistance | X | | X | | X | X | X | | X | | X |
| Labor Market employment statistics | X | | | | X | X | | X | X | | X |
| Supportive services information | X | | X | | X | X | X | X | X | | X |
| Unemployment Insurance Claim Filing Assistance and Information | X | | | | X | X | | X | X | X | |
| Eligibility for programs of financial aid assistance for training and education programs | X | | | | X | X | | X | X | | X |
| Training vendor information | X | | X | | X | | | | | | X |
| Performance measure information | X | | X | | | | | | | | X |
| Referrals to other programs and services | X | | X | | X | | X | | X | | X |
| **Individualized Career Services** | | | | | | | | | | | |
| Comprehensive assessment of skill levels and service needs | X | | X | | | X | X | | | | X |
| Individual Employment Plan | X | | X | | X | X | X | | X | | X |
| Group counseling | X | | X | | X | | | | X | | X |
| Individual counseling | X | | X | | X | X | X | X | X | | X |
| Career Planning | X | | X | | X | X | X | | X | | X |
| Short-term prevocational services (i.e. communication, interview skills, punctuality) | X | | X | | X | X | | | X | | X |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Internships and work experience linked to careers | X | | X | | | | X | | | | X |
| Workforce preparation activities | X | | X | | X | X | X | | X | | X |
| Financial literacy services | X | | | | | | | | | | X |
| Out-of-Area job search assistance and relocation assistance | X | | | | | X | | | | | |
| English language acquisition and integrated education and training programs | X | | X | | | | | | | | X |
| **Follow-up Services** | | | | | | | | | | | |
| Counseling regarding the workplace | X | | X | | | X | X | | | | X |
| Referral to community resources necessary to retain employment | X | | X | | X | X | | | | | X |
| Provision of supportive services | X | | X | | | X | | | | | X |
| Career development/further education planning | X | | | | | X | | | | | X |
| Assistance securing a better paying job | X | | | | X | | | | | | X |
| | | | | | | | | | | | |
| **Training Services** | | | | | | | | | | | |
| Occupation Skills Training (Classroom based) | X | | X | | | X | | X | X | | |
| On-the-Job Training (OJT) | X | | X | | | X | | | X | | X |
| Incumbent Worker Training | X | | | | | | X | | | | |
| Programs that provide workplace training with related instruction | X | | | | | | X | | X | | X |
| Training programs operated by the private sector | X | | | | | X | | X | X | | |
| Skill upgrading and retraining | X | | X | | | X | X | | | | X |
| Entrepreneurial Training | X | | | | | X | | | | | X |
| Transitional Jobs | X | | | | | | | | | | |
| Job readiness training | X | | X | | | X | X | | X | | X |
| Adult education and literacy activities | X | | | | | X | X | | X | | X |
| High School diploma/GED services | X | | | | | X | X | | | | X |
| Employer customized training | X | | | | | | | | | | X |
| **Business Services** | | | | | | | | | | | |
| Labor market information | X | | | | X | X | | | | | X |
| Wage & Benefit information | X | | | | X | | | | | | X |
| Local labor pool information | X | | | | X | | | | | | X |
| Job/Career Fairs | X | | X | | X | | | | | | X |
| Internet talent search and job postings | X | | | | X | | | | | | X |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Employee recruitment and/or screening assistance | X | | | | X | X | | | | | X |
| Financial assistance for employee training | X | | | | | X | | | | | X |
| Employee assessment/testing services | X | | | | | X | | | | | X |
| Tax credit information | X | | | | X | X | | | | | X |
| Employer workshops and seminars | X | | | | | X | | | | | |
| Outplacement assistance | X | | | | | | | | | | |
| Small Business Admin. information | X | | | | | | | | | | |
| Human Resource information | X | | | | | X | | | | | X |
| Rapid Response/Layoff Aversion services | X | | | | X | | | | | | |
| Job description assistance | X | | | | X | | | | | | X |
| Referral assistance to partnering agency | X | | | | X | X | | | | | X |

**Referral Process**

The referral process for partners is to mutually refer clients to programs that best benefit the needs of the client. This will be done in a prompt, courteous, and professional manner by all participating staff. The referral process allows for client contact and referral by a variety of methods, including client initiated, self-directed referrals, internet based referral, hard copy, telephone and in-person referral.

**WIOA Title I, Adult, Dislocated Worker and Youth Programs**

Customers interested in obtaining more information regarding services provided by the SMART Workforce Center will be directed to:

Audali Avila, Community Workforce Specialist
800 College Ave, Weed CA 96094
530-657-0139
aaudali@thesmartcenter.biz

**WIOA Title I, Native American Programs (Section 166)**

The local CIMC office has asked that all referrals are made through the Sacramento office.

California Indian Manpower Consortium, Inc.
Lorenda T. Sanchez
Field Office Supervisor
738 North Market Blvd.
Sacramento, CA 95834
916-920-0285
lorendas@cimcinc.com

Northern California Indian Development Council (NCIDC)
501 Main Street, Yreka, CA 96097
530-842-6157
Joyce Jones
joyce@ncidc.org

**WIOA Title I, Migrant and Seasonal Programs (Section 167)**

Customers with questions about farmworker programs and services would be referred to:

| |
|---|
| California Human Development (CHD) Workforce Development & Farmworker Services - |
| Valeria Garnica, Senior Case |
| 1325 Pine Street, Redding CA 96001 |
| 916-371-8220 x:1072 |
| valeria.garnica@cahumandevelopment.org |
| |
| **WIOA Title II Adult Education and Literacy Programs** |
| Customers with questions about adult education and/or literacy programs would be referred to: |
| **Dunsmuir Adult School** |
| Shannon Eller, Director of Adult Education |
| Office 530.842.8446 |
| Shannon Eller <seller@siskiyoucoe.net> |
| |
| **WIOA Title III, Wagner-Peyser Programs** |
| Customers with questions about Wagner-Peyser programs in our area would be referred to the California Employment Development Department. |
| Redding EDD Office 530-225-2185 ext. 3 Workforce Services |
| WSBReddingFieldOffice@edd.ca.gov |
| |
| **WIOA Title IV, Vocational Rehabilitation Programs** |
| Customers asking about services available through California Department of Rehab, or might fit eligibility requirements for services, would be referred to: |
| Sara Kallstrom, Service Coordinator |
| 500 North Main Street, Yreka CA 96097 |
| 530-842-1042 |
| Sara.Kallstrom@dor.ca.gov |
| |
| **Title V, Older Americans Act Programs** |
| Customers that are requesting information from AARP would be referred to, Employment & Training Coordinator for |
| AARP Foundation SCSEP |
| 2400 Washington Ave Suite 231, Redding, CA 96001 |
| 855-850-2525 |
| https://www.aarp.org/aarp-foundation/our-work/income/scsep/ |
| |

| |
|---|
| **Unemployment Insurance Program (EDD)** |
| Customers with questions regarding EDD's Unemployment Insurance Program are first directed to call the appropriate telephone number based on their preferred language, or by clicking on AskEDD when visiting www.edd.ca.gov. Customers visiting an AJCC, can receive limited in-person guidance and if found that in-office staff are unable to provide meaningful assistance (in-person attempts to assist have been exhausted or if the customer is considered irate or disruptive), they can be directed to the UI Direct phone line, allowing them to speak directly with a UI Single Point of Contact. |
| 800 College Ave, Weed CA 96094 |
| 530-657-0139 |
| |
| **Temporary Assistance for Needy Families (TANF)/CalWORKs** |
| Customers interested in programs and/or services provided by the CalWORKs program would be referred to: |
| Health and Human Services Agency, Employment and Temporary Assistance Services |
| 818 S. Main Street, Yreka CA |
| 530-841-2700 |
| |

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| **Trade Adjustment Assistance (TAA) - EDD** | | | | | | | | | | |
| Customers looking to find out more information regarding Trade Adjustment Assistance would be referred to the nearest | | | | | | | | | | |
| Redding EDD Office 530-225-2185 ext. 3 Workforce Services | | | | | | | | | | |
| WSBReddingFieldOffice@edd.ca.gov | | | | | | | | | | |
| | | | | | | | | | | |
| **Vetrans Programs (EDD)** | | | | | | | | | | |
| Veterans looking to get more information regarding services and/or programs would be referred to the Veterans Services | | | | | | | | | | |
| Redding EDD Office 530-225-2185 ext. 6 Veteran Services | | | | | | | | | | |
| WSBReddingFieldOffice@edd.ca.gov | | | | | | | | | | |

| I - Siskiyou County | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | WIOA Title I, Adult/DW/Youth - SMART Workforce Center | WIOA Title I Native American Programs (Section 166) California Indian Manpower | WIOA Title I Migrant and Seasonal Farmworker Programs (Section 167) | WIOA Title II Adult Education and Literacy Programs | WIOA Title III, Wagner-Peyser Programs - EDD | WIOA Title IV, Vocational Rehabilitation Programs - California Vocation Rehab | Title V, Older Americans Act Programs - AARP | Trade Adjustment Assistance (TAA) - EDD | Veterans Programs - EDD | Unemployment Insurance - EDD | Temporary Assistance for Needy Families (TANF)/CalWORKs - Siskiyou County Health and Human Service Agency |
| ***Services*** | | | | | | | | | | | |
| **Basic Career Services** | | | | | | | | | | | |
| Program eligibility | X | | X | | X | X | X | X | X | X | X |
| Outreach and intake and orientation to services | X | | X | | X | X | X | X | X | X | X |
| Initial assessment of skill levels | X | | X | | X | | X | | X | | X |
| Job search and placement assistance | X | | X | | X | X | X | | X | | X |
| Labor Market employment statistics | X | | | | X | X | | X | X | | X |
| Supportive services information | X | | X | | X | X | X | X | X | | X |
| Unemployment Insurance Claim Filing Assistance and Information | X | | | | X | X | | X | X | X | |
| Eligibility for programs of financial aid assistance for training and education programs | X | | | | X | X | | X | X | | X |
| Training vendor information | X | | X | | X | | | | | | X |
| Performance measure information | X | | X | | | | | | | | X |
| Referrals to other programs and services | X | | X | | X | | X | | X | | X |
| **Individualized Career Services** | | | | | | | | | | | |
| Comprehensive assessment of skill levels and service needs | X | | X | | | X | X | | | | X |
| Individual Employment Plan | X | | X | | X | X | X | | X | | X |
| Group counseling | X | | X | | X | | | | X | | X |
| Individual counseling | X | | X | | X | X | X | X | X | | X |
| Career Planning | X | | X | | X | X | X | | X | | X |
| Short-term prevocational services (i.e. communication, interview skills, punctuality) | X | | X | | X | X | | | X | | X |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Internships and work experience linked to careers | X | | X | | | | X | | | | X |
| Workforce preparation activities | X | | X | | X | X | X | | X | | X |
| Financial literacy services | X | | | | | | | | | | X |
| Out-of-Area job search assistance and relocation assistance | X | | | | | X | | | | | |
| English language acquisition and integrated education and training programs | X | | X | | | | | | | | X |
| **Follow-up Services** | | | | | | | | | | | |
| Counseling regarding the workplace | X | | X | | | X | X | | | | X |
| Referral to community resources necessary to retain employment | X | | X | | X | X | | | | | X |
| Provision of supportive services | X | | X | | | X | | | | | X |
| Career development/further education planning | X | | | | | X | | | | | X |
| Assistance securing a better paying job | X | | | | X | | | | | | X |
| | | | | | | | | | | | |
| **Training Services** | | | | | | | | | | | |
| Occupation Skills Training (Classroom based) | X | | X | | | X | | X | X | | |
| On-the-Job Training (OJT) | X | | X | | | X | | | X | | X |
| Incumbent Worker Training | X | | | | | | X | | | | |
| Programs that provide workplace training with related instruction | X | | | | | | X | | X | | X |
| Training programs operated by the private sector | X | | | | | X | | X | X | | |
| Skill upgrading and retraining | X | | X | | | X | X | | | | X |
| Entrepreneurial Training | X | | | | | X | | | | | X |
| Transitional Jobs | X | | | | | | | | | | X |
| Job readiness training | X | | X | | | X | X | | X | | X |
| Adult education and literacy activities | X | | | | | X | X | | X | | X |
| High School diploma/GED services | X | | | | | X | X | | | | X |
| Employer customized training | X | | | | | | | | | | X |
| **Business Services** | | | | | | | | | | | |
| Labor market information | X | | | | X | X | | | | | X |
| Wage & Benefit information | X | | | | X | | | | | | X |
| Local labor pool information | X | | | | X | | | | | | X |
| Job/Career Fairs | X | | X | | X | | | | | | X |
| Internet talent search and job postings | X | | | | X | | | | | | X |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Employee recruitment and/or screening assistance | X | | | | X | X | | | | | X |
| Financial assistance for employee training | X | | | | | X | | | | | X |
| Employee assessment/testing services | X | | | | | X | | | | | X |
| Tax credit information | X | | | | X | X | | | | | X |
| Employer workshops and seminars | X | | | | | X | | | | | |
| Outplacement assistance | X | | | | | | | | | | |
| Small Business Admin. information | X | | | | | | | | | | |
| Human Resource information | X | | | | | X | | | | | X |
| Rapid Response/Layoff Aversion services | X | | | | X | | | | | | |
| Job description assistance | X | | | | X | | | | | | X |
| Referral assistance to partnering agency | X | | | | X | X | | | | | X |

**Referral Process**

The referral process for partners is to mutually refer clients to programs that best benefit the needs of the client. This will be done in a prompt, courteous, and professional manner by all participating staff. The referral process allows for client contact and referral by a variety of methods, including client initiated, self-directed referrals, internet based referral, hard copy, telephone and in-person referral.

**WIOA Title I, Adult, Dislocated Worker and Youth Programs**

Customers interested in obtaining more information regarding services provided by the SMART Workforce Center will be directed to:

Erika Alvarez, Community Workforce Specialist
1810 Fort Jones Rd, Suite B, Yreka CA 96097
530-657-0139
aerika@thesmartcenter.biz

**WIOA Title I, Native American Programs (Section 166)**

The local office has asked that all referrals are made through the Sacramento office.

**California Indian Manpower Consortium, Inc.**
Lorenda T. Sanchez
738 North Market Blvd.
Sacramento, CA 95834
916-920-0285
lorendas@cimcinc.com

Northern California Indian Development Council (NCIDC)
501 Main Street, Yreka, CA 96097
530-842-6157
Joyce Jones
joyce@ncidc.org

**WIOA Title I, Migrant and Seasonal Programs (Section 167)**

Customers with questions about farmworker programs and services would be referred to:
California Human Development (CHD) Workforce Development & Farmworker Services -

| |
|---|
| Valeria Garnica, Senior Case |
| 1325 Pine Street, Redding CA 96001 |
| 916-371-8220 x:1072 |
| valeria.garnica@cahumandevelopment.org |
| |
| **WIOA Title II Adult Education and Literacy Programs** |
| Customers with questions about adult education and/or literacy programs would be referred to: |
| **Dunsmuir Adult School** |
| Shannon Eller, Director of Adult Education |
| Office 530.842.8446 |
| Shannon Eller <seller@siskiyoucoe.net> |
| |
| **WIOA Title III, Wagner-Peyser Programs** |
| Customers with questions about Wagner-Peyser programs in our area would be referred to the California Employment Development Department. |
| Redding EDD Office 530-225-2185 ext. 3 Workforce Services |
| WSBReddingFieldOffice@edd.ca.gov |
| |
| **WIOA Title IV, Vocational Rehabilitation Programs** |
| Customers asking about services available through California Department of Rehab, or might fit eligibility requirements for services, would be referred to: |
| Sara Kallstrom, Service Coordinator |
| 500 North Main Street, Yreka CA 96097 |
| 530-842-1042 |
| Sara.Kallstrom@dor.ca.gov |
| |
| **Title V, Older Americans Act Programs** |
| Customers that are requesting information from AARP would be referred to, Employment & Training Coordinator for |
| AARP Foundation SCSEP |
| 2400 Washington Ave Suite 231, Redding, CA 96001 |
| 855-850-2525 |
| |
| **Unemployment Insurance Program (EDD)** |
| Customers with questions regarding EDD's Unemployment Insurance Program are first directed to call the appropriate telephone number based on their preferred language, or by clicking on AskEDD when visiting www.edd.ca.gov. Customers visiting an AJCC, can receive limited in-person guidance and if found that in-office staff are unable to provide meaningful assistance (in-person attempts to assist have been exhausted or if the customer is considered irate or disruptive), they can be directed to the UI Direct phone line, allowing them to speak directly with a UI Single Point of Contact. |
| 1810 Fort Jones Rd, Suite B, Yreka CA 96097 |
| 530-657-0139 |
| |
| **Temporary Assistance for Needy Families (TANF)/CalWORKs** |
| Customers interested in programs and/or services provided by the CalWORKs program would be referred to: |
| Health and Human Services Agency, Employment and Temporary Assistance Services |
| 818 S. Main Street, Yreka CA |
| 530-841-2700 |
| |
| **Trade Adjustment Assistance (TAA) - EDD** |
| Customers looking to find out more information regarding Trade Adjustment Assistance would be referred to the nearest |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Redding EDD Office 530-225-2185 ext. 3 Workforce Services | | | | | | | | | | | |
| WSBReddingFieldOffice@edd.ca.gov | | | | | | | | | | | |
| | | | | | | | | | | | |
| **Vetrans Programs (EDD)** | | | | | | | | | | | |
| Veterans looking to get more information regarding services and/or programs would be referred to the Veterans Services | | | | | | | | | | | |
| Redding EDD Office 530-225-2185 ext. 6 Veteran Services | | | | | | | | | | | |
| WSBReddingFieldOffice@edd.ca.gov | | | | | | | | | | | |

**J - Tehama County**

| | Adult/DW/Youth - Job Training Center of Tehama | American Programs (Section 166) | Seasonal Farmworker Programs (Section 167) | Education and Literacy Programs | WIOA Title III, Wagner-Peyser Programs - EDD | WIOA Title IV, Vocational Rehabilitation Programs - California Department of | Title V Older Americans Programs - AARP | Trade Adjustment Assistance (TAA) - EDD | Veterans Programs - EDD | Unemployment Insurance - EDD | Needy Families (TANF)/CalWORKs - Tehama County Department of Social |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ***Services*** | | | | | | | | | | | |
| **Basic Career Services** | | | | | | | | | | | |
| Program eligibility | X | | x | X | x | X | | X | X | x | X |
| Outreach and intake and orientation to services | X | | x | X | X | X | | X | X | x | X |
| Initial assessment of skill levels | X | | x | X | X | X | | x | X | | X |
| Job search and placement assistance | X | | x | | X | X | | | X | | X |
| Labor Market employment statistics | X | | x | | x | X | | X | X | | X |
| Supportive services information | X | | x | | x | X | | X | X | | X |
| Unemployment Insurance Claim Filing Assistance and Information | X | | x | | X | X | | X | X | X | |
| education programs | X | | x | | X | X | | X | X | | |
| Training vendor information | X | | x | x | X | X | | | X | | |
| Performance measure information | X | | x | x | | X | | | X | | |
| Referrals to other programs and services | X | | x | X | X | X | | | X | | X |
| **Individualized Career Services** | | | | | | | | | | | |
| Comprehensive assessment of skill levels and service needs | X | | x | | | X | | | X | | X |
| Individual Employment Plan | X | | x | | | X | | | X | | X |
| Group counseling | X | | | | | X | | | X | | X |
| Individual counseling | X | | x | | | X | | X | X | | X |
| Career Planning | X | | x | | | X | | | X | | X |
| skills, punctuality) | X | | | | | X | | | X | | X |
| Internships and work experience linked to careers | X | | | | | X | | | X | | X |
| Workforce preparation activities | X | | | | | X | | | X | | X |
| Financial literacy services | X | | | | | | | | | | X |
| Out-of-Area job search assistance and relocation assistance | X | | | | | X | | | | | X |
| training programs | | | | X | | | | | | | X |
| **Follow-up Services** | | | | | | | | | | | |
| Counseling regarding the workplace | X | | x | | | X | | | | | X |
| Referral to community resources necessary to retain employment | X | | x | X | | X | | | X | | X |
| Provision of supportive services | X | | x | | | X | | | | | X |
| Career development/further education planning | X | | x | | | X | | | | | X |
| Assistance securing a better paying job | X | | | | | X | | | | | X |
| **Training Services** | | | | | | | | | | | |
| Occupation Skills Training (Classroom based) | X | | x | | | X | | X | X | | X |
| On-the-Job Training (OJT) | X | | | | | X | | | X | | |
| Incumbent Worker Training | X | | | | | X | | | | | |
| Programs that provide workplace training with related instruction | X | | | | | X | | | X | | X |
| Training programs operated by the private sector | X | | | | | X | | X | X | | X |
| Skill upgrading and retraining | X | | x | | | X | | | | | X |
| Entrepreneurial Training | | | | | | X | | | | | |
| Transitional Jobs | X | | | | | X | | | | | X |
| Job readiness training | X | | | | | X | | | X | | X |
| Adult education and literacy activities | | | | X | | X | | | X | | |
| High School diploma/GED services | X | | | X | | X | | | | | |
| Employer customized training | X | | | | | | | | | | |
| **Business Services** | | | | | | | | | | | |
| Labor market information | X | | | | | | | | | | |
| Wage & Benefit information | X | | | | | | | | | | |
| Local labor pool information | X | | | | | | | | | | |
| Job/Career Fairs | X | | | | | | | | | | x |
| Internet talent search and job postings | X | | | | | | | | | | |
| Employee recruitment and/or screening assistance | X | | | | | | | | | | |
| Financial assistance for employee training | X | | | | | | | | | | |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Employee assessment/testing services | X | | | | | | | | | | |
| Tax credit information | X | | | | X | | | | | | X |
| Employer workshops and seminars | X | | | | X | | | | | | |
| Outplacement assistance | X | | | | | | | | | | |
| Small Business Admin. information | X | | | | | | | | | | |
| Human Resource information | X | | | | | | | | | | |
| Rapid Response/Layoff Aversion services | X | | | | X | | | | | | |
| Job description assistance | X | | | | | | | | | | |
| Referral assistance to partnering agency | X | | | X | X | X | | | | | X |

**Referral Process**

and professional manner by all participating staff. The referral process allows for client contact and referral by a variety of methods, including client initiated,

**WIOA Title I, Adult, Dislocated Worker and Youth Programs**

Customers interested in obtaining more information regarding services provided by Job Training Center of Tehama County, would be referred to:

Connie Ocampo
718 Main Street, Red Bluff, CA 96080
530-529-7000, ext. 116
cocampo@jobtrainingcenter.org

**WIOA Title I Native American Programs (Section 166)**

Sacramento office.
California Indian Manpower Consortium, Inc.
Linda LaFountain
Field Office Supervisor
738 North Market Blvd.
Sacramento, CA 95834

**WIOA Title II, Adult Education and Literacy Programs**

Customers with questions about adult education and/or literacy programs would be referred to:

**Corning Union High School - Corning Adult School**
Maria Tena - Administrative Assistant
250 East Fig Lane, Corning, CA 96021
530-824-7414
mtena@corninghs.org

**Tehama County Department of Education**
Tehama eLearning Academy (TeLA)
Lisa Lynch - Administrative Assistant
724 Main Street, Red Bluff, CA 96080
530-527-7055
llynch@telacademy.org

**WIOA Title III, Wagner-Peyser Programs**

Customers with questions about Wagner-Peyser programs in our area would be referred to the California Employment Development Department.

Redding EDD Office 530-225-2185 ext. 3 Workforce Services
WSBReddingFieldOffice@edd.ca.gov

**WIOA Title IV, Vocational Rehabilitation Programs**

Customers asking about services available through California Department of Rehab, or might fit eligibility requirements for services, would be referred to:

Bonita Glavaris, Staff Service Manager
705 Pine Street, Red Bluff, CA 96080
530-529-4270
bonita.glavaris@dor.ca.gov

**Unemployment Insurance Program (EDD)**

Customers with questions regarding EDD's Unemployment Insurance Program are first directed to call the appropriate telephone number based on their preferred language, or by clicking on AskEDD when visiting www.edd.ca.gov. Customers visiting an AJCC, can receive limited in-person guidance and if found that in-office staff are unable to provide meaningful assistance (in-person attempts to assist have been exhausted or if the customer is considered irate or disruptive), they can be directed to the UI Direct phone line, allowing them to speak directly with a UI Single Point of Contact.

718 Main Street, Red Bluff, CA 96080
530-529-7000

| |
|---|
| **Temporary Assistance for Needy Families (TANF)/CalWORKs** |
| Customers interested in programs and/or services provided by the CalWORKs department would be referred to: |
| Liz Vellutini, Program Manager |
| 310 S. Main Street, Red Bluff, CA 96080 |
| 503-528-4158 |
| lvellutini@tcdss.org |
| |
| **Trade Adjustment Assistance (TAA)** |
| Customers looking to find out more information regarding Trade Adjustment Assistance would be referred to the nearest EDD office to speak to: |
| Redding EDD Office 530-225-2185 ext. 3 Workforce Services |
| WSBReddingFieldOffice@edd.ca.gov |
| |
| **Vetrans Programs (EDD)** |
| Veterans looking to get more information regarding services and/or programs would be referred to the Veterans Services Assistant: |
| Redding EDD Office 530-225-2185 ext. 6 Veteran Services |
| WSBReddingFieldOffice@edd.ca.gov |

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|---|
| **WIOA Title I, Migrant and Seasonal Programs (Section 167)** |
| Customers with questions about farmworker programs and services would be referred to: |
| California Human Development (CHD) Workforce Development & Farmworker Services - |
| Valeria Garnica, Senior Case |
| 1325 Pine Street, Redding CA 96001 |
| 916-371-8220 x:1072 |
| valeria.garnica@cahumandevelopment.org |

**K - Trinty County**

| | WIOA Title I, Adult/DW/Youth - SMART Workforce Center | WIOA Title I Native American Programs (Section 166) | WIOA Title I Migrant and Seasonal Farmworker Programs (Section 167) | WIOA Title II, Adult Education and Literacy Programs | WIOA Title III Wagner-Peyser Programs | WIOA Title IV Vocational Rehabilitation Programs | Title V, Older Americans Act Programs - AARP | Trade Adjustment Assistance (TAA) - EDD | Veterans Programs - EDD | Unemployment Insurance - EDD | Temporary Assistance for Needy Families (TANF)/CalWORKs -Department of Health & Human Services |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ***Services*** | | | | | | | | | | | |
| **Basic Career Services** | | | | | | | | | | | |
| Program eligibility | X | | | | X | | X | X | X | X | X |
| Outreach and intake and orientation to services | X | | | | X | | X | X | X | X | X |
| Initial assessment of skill levels | X | | | | X | | X | | X | | X |
| Job search and placement assistance | X | | | | X | | X | | X | | X |
| Labor Market employment statistics | X | | | | X | | | X | X | | X |
| Supportive services information | X | | | | X | | X | X | X | | X |
| Unemployment Insurance Claim Filing Assistance and Information | X | | | | X | | | X | X | X | |
| Eligibility for programs of financial aid assistance for training and education programs | X | | | X | X | | | X | X | | X |
| Training vendor information | X | | | | X | | | | | | |
| Performance measure information | X | | | | | | X | | | | |
| Referrals to other programs and services | X | | | X | X | | X | | X | | X |
| **Individualized Career Services** | | | | | | | | | | | |
| Comprehensive assessment of skill levels and service needs | X | | | | | | X | | | | X |
| Individual Employment Plan | X | | | | X | | X | | X | | X |
| Group counseling | X | | | | X | | X | | X | | X |
| Individual counseling | X | | | X | X | | X | X | X | | X |
| Career Planning | X | | | X | X | | | | X | | X |
| Short-term prevocational services (i.e. communication, interview skills, punctuality) | X | | | | X | | X | | X | | X |
| Internships and work experience linked to careers | X | | | | | | X | | | | X |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Workforce preparation activities | X | | | | X | | X | | X | | X |
| Financial literacy services | X | | | | | | | | | | X |
| Out-of-Area job search assistance and relocation assistance | X | | | | | | | | | | X |
| English language acquisition and integrated education and training programs | X | | | X | | | | | | | |
| **Follow-up Services** | | | | | | | | | | | |
| Counseling regarding the workplace | X | | | | | | X | | | | X |
| Referral to community resources necessary to retain employment | X | | | | X | | X | | | | X |
| Provision of supportive services | X | | | | | | | | | | |
| Career development/further education planning | X | | | | | | | | | | |
| Assistance securing a better paying job | X | | | | X | | | | | | X |
| **Training Services** | | | | | | | | | | | |
| Occupation Skills Training (Classroom based) | X | | | X | | | | X | X | | |
| On-the-Job Training (OJT) | X | | | | | | X | | X | | X |
| Incumbent Worker Training | X | | | | | | | | | | |
| Programs that provide workplace training with related instruction | X | | | X | | | | | X | | X |
| Training programs operated by the private sector | X | | | | | | X | X | X | | |
| Skill upgrading and retraining | X | | | X | | | | | | | X |
| Entrepreneurial Training | X | | | | | | | | | | X |
| Transitional Jobs | X | | | | | | | | | | |
| Job readiness training | X | | | X | | | X | | X | | X |
| Adult education and literacy activities | X | | | X | | | | | X | | |
| High School diploma/GED services | X | | | | | | | | | | |
| Employer customized training | X | | | | | | | | | | |
| **Business Services** | | | | | | | | | | | |
| Labor market information | X | | | | X | | | | | | |
| Wage & Benefit information | X | | | | X | | | | | | |
| Local labor pool information | X | | | | X | | | | | | |
| Job/Career Fairs | X | | | | X | | X | | | | |
| Internet talent search and job postings | X | | | | X | | | | | | |
| Employee recruitment and/or screening assistance | X | | | | X | | | | | | X |
| Financial assistance for employee training | X | | | | | | | | | | |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Employee assessment/testing services | X | | | | | | | | | | |
| Tax credit information | X | | | | X | | | | | | |
| Employer workshops and seminars | X | | | | X | | | | | | |
| Outplacement assistance | X | | | | | | | | | | |
| Small Business Admin. information | X | | | | | | | | | | |
| Human Resource information | X | | | | | | | | | | |
| Rapid Response/Layoff Aversion services | X | | | | X | | | | | | |
| Job description assistance | X | | | | X | | | | | | |
| Referal assistance to partnering agency | X | | | X | X | | X | | | | X |
| | | | | | | | | | | | |

**Referal Process**

Referrals to partner agencies will be made through phone calls, instant messaging systems, or on-site introductions.

**WIOA Title I Adult, Dislocated Worker, and Youth Programs**

The Smart Workforce Center
Heidi Miller
Community Workforce Specialist
30 Arbuckle Ct, Weaverville, CA 96093
Office 530-623-5538
mheidi@thesmartcenter.biz

**WIOA Title I, Native American Programs (Section 166)**

The local CIMC office has asked that all referrals are made through the Sacramento office:

California Indian Manpower Consortrium, Inc.
Lorenda T. Sanchez
738 North Market Blvd.
Sacramento, CA 95834
916-920-0285

(Trinity County is served by the Yreka office) Northern California Indian Development Council (NCIDC)
501 Main Street, Yreka, CA 96097
530-842-6157
Joyce Jones
joyce@ncidc.org

**WIOA Title II, Adult Education and Literacy Programs**

Customers with questions about adult education and/or literacy programs would be referred to:

**Shasta College**
Adult Education & Extended Ed.
Molly Stimpel
30 Arbuckle Ct., Weaverville, CA 96093
Office 530-223-2231
trinity@shastacollege.edu

**Trinity County Office of Education**
Fabio Robles

| |
|---|
| 201 Memorial Dr., P.O. Box 1256, Weaverville, CA 96093 |
| Office 530-623-2861 |
| frobles@tcoek12.org |
| |
| **WIOA Title III, Wagner-Peyser Programs** |
| Customers with questions about Wagner-Peyser programs in our area would be referred to the California Employment Development Department. |
| Redding EDD Office 530-225-2185 ext. 3 Workforce Services |
| WSBReddingFieldOffice@edd.ca.gov |
| |
| **Title V, Older Americans Act** |
| Customers that are requesting information from AARP would be referred to, Employment & Training Coordinator for |
| AARP Foundation SCSEP |
| 2400 Washington Ave, Suite 231, Redding, CA 96001 |
| 855-850-2525 |
| |
| **Unemployment Insurance Program (EDD)** |
| Customers with questions regarding EDD's Unemployment Insurance Program are first directed to call the appropriate telephone number based on their preferred language, or by clicking on AskEDD when visiting www.edd.ca.gov. Customers visiting an AJCC, can receive limited in-person guidance and if found that in-office staff are unable to provide meaningful assistance (in-person attempts to assist have been exhausted or if the customer is considered irate or disruptive), they can be directed to the UI Direct phone line, allowing them to speak directly with a UI Single Point of Contact. |
| 30 Arbuckle Ct, Weaverville, CA 96093 |
| 530-623-5538 |
| |
| **Trinity County TANF/Trinity County Health & Human Services** |
| Jesse Ferguson |
| 51 Industrial Parkway, Weaverville, CA 96093 |
| 530-623-1306 |
| |
| **WIOA Title IV, Vocational Rehabilitation Programs** |
| Customers asking about services available through California Department of Rehab would be referred to: |
| Larry Nguyen |
| Office Technician |
| Office 530-224-4728 |
| larry.nguyen@dor.ca.gov |
| |
| **Trade Adjustment Assitance (TAA)** |
| Customers looking to find out more information regarding Trade Adjustment Assistance would be referred to the nearest |
| Redding EDD Office 530-225-2185 ext. 3 Workforce Services |
| WSBReddingFieldOffice@edd.ca.gov |
| |
| **Veterans Programs (EDD)** |
| Veterans looking to get more information regarding services and/or programs would be referred to the Veterans Services |
| Redding EDD Office 530-225-2185 ext. 6 Veteran Services |
| WSBReddingFieldOffice@edd.ca.gov |

**Exhibit A 2025/2028**

## Consolidated Infrastructure Budget

| Cost Category/Line Item | Line Item Cost Detail | Total Cost | WIOA Title I: AFWD | WIOA Title I: SMART | WIOA Title I: JTC | TANF - Butte | TANF - Del Norte | TANF - Nevada |
|---|---|---|---|---|---|---|---|---|
| **Rent** | | | | | | | | |
| Rental of Facilities | | $ 1,327,373.75 | $ 172,300.00 | $ 193,900.00 | $ 29,803.75 | $ 830,248.00 | $ 5,500.00 | $ 95,622.00 |
| **Rental Costs Subtotal:** | | $ 1,327,373.75 | $ 172,300.00 | $ 193,900.00 | $ 29,803.75 | $ 830,248.00 | $ 5,500.00 | $ 95,622.00 |
| **Utilities and Maintenance** | | | | | | | | |
| Electric | | $ 320,763.86 | $ 21,240.00 | $ 38,275.00 | $ 10,178.53 | $ 251,070.33 | $ - | $ - |
| Gas | | $ 39,207.39 | $ 7,323.00 | $ 16,285.00 | $ - | $ 15,599.39 | $ - | $ - |
| Water | | $ 6,988.54 | $ - | $ 1,200.00 | $ 631.26 | $ 5,157.28 | $ - | $ - |
| Sewer Connections | | $ 350.00 | $ - | $ 350.00 | $ - | $ - | $ - | $ - |
| Internet | | $ 27,265.00 | $ 15,650.00 | $ 2,615.00 | $ 9,000.00 | $ - | $ - | $ - |
| Telephones (landlines) | | $ 20,060.00 | $ 15,320.00 | $ 4,740.00 | $ - | $ - | $ - | $ - |
| Facility Maintenance Contract | | $ 33,200.00 | $ 29,200.00 | $ - | $ 4,000.00 | $ - | $ - | $ - |
| Janitorial/Supplies/Garbage/Pest Control | | $ 71,000.00 | $ 33,100.00 | $ 25,900.00 | $ 12,000.00 | $ - | $ - | $ - |
| Insurance | | $ 65,327.00 | $ 19,793.00 | $ 32,980.00 | $ 12,554.00 | $ - | $ - | $ - |
| Alarm/Fire/Burglar Monitoring | | $ 3,329.00 | $ 2,129.00 | $ 1,200.00 | $ - | $ - | $ - | $ - |
| **Utilities and Maintenance Costs Subtotal:** | | $ 587,490.79 | $ 143,755.00 | $ 123,545.00 | $ 48,363.79 | $ 271,827.00 | $ - | $ - |
| **Equipment** | | | | | | | | |
| Assessment-related products | | $ 1,250.00 | $ - | $ 1,250.00 | $ - | $ - | $ - | $ - |
| Assistive technology for individuals with disabilities *(Access and Accommodation)* | | $ 5,948.00 | $ 3,300.00 | $ 2,500.00 | $ 148.00 | $ - | $ - | $ - |
| Copiers | | $ 52,075.00 | $ 29,600.00 | $ 18,175.00 | $ 4,300.00 | $ - | $ - | $ - |
| Fax Machines | | $ 965.00 | $ 965.00 | $ - | $ - | $ - | $ - | $ - |
| Computers | | $ 64,900.00 | $ 35,200.00 | $ 22,500.00 | $ 7,200.00 | $ - | $ - | $ - |
| Other tangible equipment used to serve all center customers (not specific to an individual program partner) | Printers, technical support, computer maintenance and telephone system, supplies, work stations, client headsets | $ 26,336.00 | $ 10,500.00 | $ 6,000.00 | $ 9,836.00 | $ - | $ - | $ - |
| Alarm/Fire/Burglar System | | $ 390.00 | $ - | $ 390.00 | $ - | $ - | $ - | $ - |
| Phone System | | $ 2,880.00 | $ - | $ 2,880.00 | $ - | $ - | $ - | $ - |
| **Equipment Costs Subtotal:** | | $ 154,744.00 | $ 79,565.00 | $ 53,695.00 | $ 21,484.00 | $ - | $ - | $ - |
| **Technology to Facilitate Access to the AJCC** | | | | | | | | |
| Technology used for the center's planning and outreach activities | Career Center computer and sign in computer systems upkeep and maintenance for visitor check in. | $ 59,100.00 | $ 36,600.00 | $ 22,500.00 | $ - | $ - | $ - | $ - |
| Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services<br><br>Website Address: www.afwd.org; www.jobtrainingcenter.org; www.thesmartcenter.biz<br>(Does not include data systems or case management systems specific to individual program partners.) | | $ 16,400.00 | $ 12,000.00 | $ 2,200.00 | $ 2,200.00 | $ - | $ - | $ - |
| **Technology to Facilitate Access Costs Subtotal:** | | $ 75,500.00 | $ 48,600.00 | $ 24,700.00 | $ 2,200.00 | $ - | $ - | $ - |
| **SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS** | | | | | | | | |
| **Cost Category** | | **Total Cost** | **Total Cost** | **Total Cost** | **Total Cost** | **Total Cost** | **Total Cost** | **Total Cost** |
| **Subtotal: Rental Costs** | | $ 1,327,373.75 | $ 172,300.00 | $ 193,900.00 | $ 29,803.75 | $ 830,248.00 | $ 5,500.00 | $ 95,622.00 |
| **Subtotal: Utilities and Maintenance Costs** | | $ 587,490.79 | $ 143,755.00 | $ 123,545.00 | $ 48,363.79 | $ 271,827.00 | $ - | $ - |
| **Subtotal: Equipment Costs** | | $ 154,744.00 | $ 79,565.00 | $ 53,695.00 | $ 21,484.00 | $ - | $ - | $ - |
| **Subtotal: Technology to Facilitate Access Costs** | | $ 75,500.00 | $ 48,600.00 | $ 24,700.00 | $ 2,200.00 | $ - | $ - | $ - |
| **TOTAL CONSOLIDATED INFRASTRUCTURE COSTS FOR THE AJCC/Network:** | | $ 2,145,108.54 | $ 444,220.00 | $ 395,840.00 | $ 101,851.54 | $ 1,102,075.00 | $ 5,500.00 | $ 95,622.00 |

## Exhibit B 2025/2028

| Consolidated Proportionate Share of Infrastructure Costs | | | |
|---|---|---|---|
| **Colocated Partner/s** | **Shared Total Infrastructure Costs** | **Cost Allocation Methodology** | **Allocated Share** |
| Partner: ***WIOA Title I - Adult, DW & Youth*** | $2,145,108.54 | SQ FT | $941,911.54 |
| Partner: ***TANF/CalWORKs*** | $2,145,108.54 | SQ FT | $1,203,197.00 |
| | | | |

# Exhibit C 2025/2028

| Summary of Career Services | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| **Summary of Career Services Applicable to each One-Stop Delivery System Partner (Phase I MOU)** | | | | | | | | |
| **Basic Career Services** | **T-I Adult** | **T-I DW** | **T-I Youth** | **Native Am** | **MSF** | **T-II AEL** | **T-IV VR** | **TANF** |
| Program Eligibility | X | X | X | X | X | X | X | X |
| Outreach, Intake, Orient | X | X | X | X | X | X | X | X |
| Initial Assessment | X | X | X | X | X | X | X | X |
| Labor Exch/Job Search | X | X | X | X | | X | X | X |
| Referrals to Partners | X | X | X | X | X | X | X | X |
| LMI | X | X | X | X | X | X | X | X |
| Performance/Cost Info | X | X | X | X | | | X | X |
| Support Service Info | X | X | X | X | X | X | X | X |
| UI Info/Assistance | X | X | X | X | | | X | |
| Financial Aid Info | X | X | X | X | X | X | X | X |
| | | | | | | | | |
| **Individual Career Services** | **T-I Adult** | **T-I DW** | **T-I Youth** | **Native Am** | **MSF** | **T-II AEL** | **T-IV VR** | **TANF** |
| Comp Assessment | X | X | X | X | X | X | X | X |
| IEP | X | X | X | X | | | X | X |
| Career Plan/Counsel | X | X | X | X | X | X | X | X |
| Short-Term Prevoc. | X | X | X | X | X | X | X | X |
| Internships/Work Experience | X | X | X | X | X | | X | X |
| Out-of-Area Job Search | X | X | X | X | | | X | |
| Financial Literacy | X | X | X | X | | X | | X |
| IET/ELA | | | X | | X | | | X |
| Workforce Preparation | X | X | X | X | | X | | X |

**Exhibit D 2025/2028**

| Other System Costs: Basic Career Services and Individual Career Services Budget | | |

| Required Phase II MOU Component: Sharing Infrastructure Costs | | |
|---|---|---|
| Budget, Cost Allocation Methodology, Initial Proportionate Share | | |
| | | |
| Phase II MOU Content Requirements: | | |
| A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center. | | |
| | | |

| AJCC Infrastructure Budget | | |
|---|---|---|
| **Oroville Employment Center 78 Table Mtn. Oroville, CA - TANF/CalWORKs** | | |
| **Cost Category/Line Item** | **Line Item Cost Detail** | **Cost** |
| **Rent** | | |
| Rental of Facilities | | $ 830,248.00 |
| | **Rental Costs Subtotal:** | $ 830,248.00 |
| **Utilities and Maintenance** | | |
| Electric | | $ 251,070.33 |
| Gas | | $ 15,599.39 |
| Water | | $ 5,157.28 |
| Sewer Connections | | |
| Internet | | |
| Telephones (landlines) | | |
| Facility Maintenance Contract | | |
| | | |
| | | |
| | | |
| | **Utilities and Maintenance Costs Subtotal:** | $ 271,827.00 |
| **Equipment** | | |
| Assessment-related products | | |
| Assistive technology for individuals with disabilities *(Access and Accommodation)* | | |
| Copiers | | |
| Fax Machines | | |
| Computers | | |
| Other tangible equipment used to serve all center customers (not specific to an individual program partner)<br><br>Specify Other Tangible Equipment | | |
| Alarm/Fire/Burglar System | | |
| Phone System | | |
| | **Equipment Costs Subtotal:** | $ - |
| **Technology to Facilitate Access to the AJCC** | | |
| Technology used for the center's planning and outreach activities<br><br>Specify the Technology | | |
| Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services<br><br>Website Address: _____<br>(Does not include data systems or case management systems specific to individual program partners.) | | |
| | **Technology to Facilitate Access Costs Subtotal:** | $ - |
| **SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS** | | |
| **Cost Category** | | **Total Cost** |
| **Subtotal: Rental Costs** | | $ 830,248.00 |
| **Subtotal: Utilities and Maintenance Costs** | | $ 271,827.00 |
| **Subtotal: Equipment Costs** | | $ - |
| **Subtotal: Technology to Facilitate Access Costs** | | $ - |
| **TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:** | | $ 1,102,075.00 |

| Required Phase II MOU Component: Sharing Infrastructure Costs | | |
|---|---|---|
| Budget, Cost Allocation Methodology, Initial Proportionate Share | | |
| | | |
| Phase II MOU Content Requirements: | | |
| A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are non personnel costs necessary for the general operation of the one-stop center. | | |
| | | |

| AJCC Infrastructure Budget | | |
|---|---|---|
| **Chico Employment Center 500 Cohasset Rd., Ste. 30, Chico CA 95926 - Alliance for Workforce Development, Inc.** | | |
| **Cost Category/Line Item** | **Line Item Cost Detail** | **Cost** |
| **Rent** | | |
| Rental of Facilities | | $ 78,000 |
| | **Rental Costs Subtotal:** | $ 78,000 |
| **Utilities and Maintenance** | | |
| Electric | | $ 15,000 |
| Gas | | |
| Water | | |
| Sewer Connections | | |
| Internet | | $ 2,800 |
| Telephones (landlines) | Teams and Verizon replaced landlines | $ 7,100 |
| Facility Maintenance Contract | | $ 10,000 |
| Janitorial/Supplies/Garbage/Pest Control | | $ 18,000 |
| Insurance | | $ 3,135 |
| Alarm/Fire/Burglar Monitoring | | $ 700 |
| | **Utilities and Maintenance Costs Subtotal:** | $ 56,735.00 |
| **Equipment** | | |
| Assessment-related products | | |
| Assistive technology for individuals with disabilities *(Access and Accommodation)* | | $ 500.00 |
| Copiers | Annual lease and maintenance | $ 7,500.00 |
| Fax Machines | | |
| Computers | | $ 19,000.00 |
| Other tangible equipment used to serve all center customers (not specific to an individual program partner)<br><br>Specify Other Tangible Equipment | May include desks, office chairs, monitors, keyboard and mice, desktop printers or all in-one-devices etc. | $ 2,500.00 |
| Alarm/Fire/Burglar System | | |
| Phone System | | |
| | **Equipment Costs Subtotal:** | $ 29,500.00 |
| **Technology to Facilitate Access to the AJCC** | | |
| Technology used for the center's planning and outreach activities<br><br>Specify the Technology | CRM | $ 15,000.00 |
| Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services<br><br>Website Address:<br>___www.afwd.org_____<br>(Does not include data systems or case management systems specific to individual program partners.) | | $ 1,500.00 |
| | **Technology to Facilitate Access Costs Subtotal:** | $ 16,500.00 |
| **SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS** | | |
| **Cost Category** | | **Total Cost** |
| **Subtotal: Rental Costs** | | $ 78,000.00 |
| **Subtotal: Utilities and Maintenance Costs** | | $ 56,735.00 |
| **Subtotal: Equipment Costs** | | $ 29,500.00 |
| **Subtotal: Technology to Facilitate Access Costs** | | $ 16,500.00 |
| **TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:** | | $ 180,735.00 |

| Required Phase II MOU Component: Sharing Infrastructure Costs | | |
|---|---|---|
| Budget, Cost Allocation Methodology, Initial Proportionate Share | | |
| | | |
| Phase II MOU Content Requirements: | | |
| A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center. | | |
| | | |
| **AJCC Infrastructure Budget** | | |
| **Oroville Employment Center 78 Table Mtn. Oroville, CA - Alliance for Workforce Development, Inc.** | | |
| **Cost Category/Line Item** | **Line Item Cost Detail** | **Cost** |
| **Rent** | | |
| Rental of Facilities | | $ 17,000.00 |
| | **Rental Costs Subtotal:** | $ 17,000.00 |
| **Utilities and Maintenance** | | |
| Electric | | |
| Gas | | |
| Water | | |
| Sewer Connections | | |
| Internet | | $ 5,000.00 |
| Telephones (landlines) | Teams and Verizon replaced landlines | $ 1,000.00 |
| Facility Maintenance Contract | | $ 1,900.00 |
| Janitorial/Supplies/Garbage/Pest Control | | |
| Insurance | | $ 4,135.00 |
| Alarm/Fire/Burglar Monitoring | | |
| | **Utilities and Maintenance Costs Subtotal:** | $ 12,035.00 |
| **Equipment** | | |
| Assessment-related products | | |
| Assistive technology for individuals with disabilities *(Access and Accommodation)* | | $ 500.00 |
| Copiers | Annual lease and maintenance | $ 3,800.00 |
| Fax Machines | | |
| Computers | | $ 3,600.00 |
| Other tangible equipment used to serve all center customers (not specific to an individual program partner)<br><br>Specify Other Tangible Equipment | May include desks, office chairs, monitors, keyboard and mice, desktop printers or all in-one-devices etc. | $ 2,000.00 |
| Alarm/Fire/Burglar System | | |
| Phone System | | |
| | **Equipment Costs Subtotal:** | $ 9,900.00 |
| **Technology to Facilitate Access to the AJCC** | | |
| Technology used for the center's planning and outreach activities<br><br>Specify the Technology | CRM | $ 6,600.00 |
| Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services<br><br>Website Address: _____<br>(Does not include data systems or case management systems specific to individual program partners.) | | $ 1,500.00 |
| | **Technology to Facilitate Access Costs Subtotal:** | $ 8,100.00 |
| **SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS** | | |
| **Cost Category** | | **Total Cost** |
| **Subtotal: Rental Costs** | | $ 17,000.00 |
| **Subtotal: Utilities and Maintenance Costs** | | $ 12,035.00 |
| **Subtotal: Equipment Costs** | | $ 9,900.00 |
| **Subtotal: Technology to Facilitate Access Costs** | | $ 8,100.00 |
| | **TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:** | $ 47,035.00 |

| Required Phase II MOU Component: Sharing Infrastructure Costs | | |
|---|---|---|
| Budget, Cost Allocation Methodology, Initial Proportionate Share | | |
| | | |
| Phase II MOU Content Requirements: | | |
| A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center. | | |
| | | |
| **AJCC Infrastructure Budget** | | |
| **SMART Workforce Center 875 5th Street, Crescent City, CA 95531 - STEP** | | |
| **Cost Category/Line Item** | **Line Item Cost Detail** | **Cost** |
| **Rent** | | |
| Rental of Facilities | Space Approx. 3,100 square feet | $ 28,900.00 |
| | **Rental Costs Subtotal:** | $ 28,900.00 |
| **Utilities and Maintenance** | | |
| Electric | Electricity Costs | $ 11,000.00 |
| Gas | N/A | $ - |
| Water | Water Costs | $ 1,200.00 |
| Sewer Connections | Sewer Costs | $ 350.00 |
| Internet | Internet Connectivity Costs | $ 350.00 |
| Telephones (landlines) | Telephone Costs | $ 630.00 |
| Facility Maintenance Contract | | $ - |
| Janitorial/Supplies/Garbage/Pest Control | Maintenance/Janitorial Costs | $ 6,300.00 |
| Insurance | | $ 4,500.00 |
| Alarm/Fire/Burglar Monitoring | | $ 1,200.00 |
| | **Utilities and Maintenance Costs Subtotal:** | $ 25,530.00 |
| **Equipment** | | |
| Assessment-related products | Assessment materials for clients | $ 250.00 |
| Assistive technology for individuals with disabilities *(Access and Accommodation)* | Equipment is available to clients with disabilities, phones are compatible | $ 500.00 |
| Copiers | Copier costs | $ 2,100.00 |
| Fax Machines | Fax Machine Costs | $ - |
| Computers, Monitors, Sonic Wall & Sound Bar, and Server | Initial Technology Purchases | $ 3,000.00 |
| Other tangible equipment used to serve all center customers (not specific to an individual program partner)<br><br>Specify Other Tangible Equipment | Printers, technical support, computer maintenance supplies, work stations, client headsets | $ 1,500.00 |
| Alarm/Fire/Burglar System | | $ 390.00 |
| Phone System | Replacement Phones for Job Center | $ 360.00 |
| | **Equipment Costs Subtotal:** | $ 8,100.00 |
| **Technology to Facilitate Access to the AJCC** | | |
| Technology used for the center's planning and outreach activities<br><br>Specify the Technology | Client Self Service Software, translation services, 711 Relay | $ 3,000.00 |
| Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services<br><br>Website Address:www.thesmartcenter.biz<br>(Does not include data systems or case management systems specific to individual program partners.) | SMART website hosted through One Each Technologies - includes program information, electronic partner referral portal, digital workshop sign-ups and more www.thesmartcenter.biz | $ 300.00 |
| | **Technology to Facilitate Access Costs Subtotal:** | $ 3,300.00 |
| **SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS** | | |
| **Cost Category** | | **Total Cost** |
| **Subtotal: Rental Costs** | | $ 28,900.00 |
| **Subtotal: Utilities and Maintenance Costs** | | $ 25,530.00 |
| **Subtotal: Equipment Costs** | | $ 8,100.00 |
| **Subtotal: Technology to Facilitate Access Costs** | | $ 3,300.00 |
| **TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:** | | $ 65,830.00 |

| Required Phase II MOU Component: Sharing Infrastructure Costs | | |
|---|---|---|
| Budget, Cost Allocation Methodology, Initial Proportionate Share | | |
| | | |
| Phase II MOU Content Requirements: | | |
| A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center. | | |
| | | |

| AJCC Infrastructure Budget | | |
|---|---|---|
| **SMART Workforce Center 875 5th Street, Crescent City, CA 95531 - Del Norte County Health and Human Services** | | |
| **Cost Category/Line Item** | **Line Item Cost Detail** | **Cost** |
| **Rent** | | |
| Rental of Facilities | Space Approx. 3,100 square feet | $ 5,500.00 |
| | **Rental Costs Subtotal:** | $ 5,500.00 |
| **Utilities and Maintenance** | | |
| Electric | Electricity Costs | |
| Gas | N/A | |
| Water | Water Costs | |
| Sewer Connections | Sewer Costs | |
| Internet | Internet Connectivity Costs | |
| Telephones (landlines) | Telephone Costs | |
| Facility Maintenance Contract | Maintenance/Janitorial Costs | |
| Janitorial/Supplies/Garbage/Pest Control | | |
| Insurance | | |
| Alarm/Fire/Burglar Monitoring | | |
| | **Utilities and Maintenance Costs Subtotal:** | $ - |
| **Equipment** | | |
| Assessment-related products | Assessment materials for clients | |
| Assistive technology for individuals with disabilities *(Access and Accommodation)* | Equipment is available to clients with disabilities, phones are compatible | |
| Copiers | Copier costs | |
| Fax Machines | Fax Machine Costs | |
| Computers, Monitors, Sonic Wall & Sound Bar, and Server | Initial Technology Purchases | |
| Other tangible equipment used to serve all center customers (not specific to an individual program partner)<br><br>Specify Other Tangible Equipment | Printers, technical support, computer maintenance and telephone system, supplies, work stations, client headsets and paging system | |
| Alarm/Fire/Burglar System | | |
| Phone System | | |
| | **Equipment Costs Subtotal:** | $ - |
| **Technology to Facilitate Access to the AJCC** | | |
| Technology used for the center's planning and outreach activities<br><br>Specify the Technology | | |

| | | |
|---|---|---|
| Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services<br><br>Website Address:www.dnworkforcecenter.org (Does not include data systems or case management systems specific to individual program partners.) | | |
| **Technology to Facilitate Access Costs Subtotal:** | | $ - |
| **SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS** | | |
| **Cost Category** | | **Total Cost** |
| **Subtotal: Rental Costs** | | $ 5,500.00 |
| **Subtotal: Utilities and Maintenance Costs** | | $ - |
| **Subtotal: Equipment Costs** | | $ - |
| **Subtotal: Technology to Facilitate Access Costs** | | $ - |
| **TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:** | | $ 5,500.00 |

| Required Phase II MOU Component: Sharing Infrastructure Costs | | |
|---|---|---|
| Budget, Cost Allocation Methodology, Initial Proportionate Share | | |
| | | |
| Phase II MOU Content Requirements: | | |
| A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center. | | |
| | | |
| **AJCC Infrastructure Budget** | | |
| **Business and Career Network - 1626 Main Street Susanville, CA 96130 - Alliance for Workforce Development, Inc.** | | |
| **Cost Category/Line Item** | **Line Item Cost Detail** | **Cost** |
| **Rent** | | |
| Rental of Facilities | | $ 22,000.00 |
| | **Rental Costs Subtotal:** | |
| **Utilities and Maintenance** | | |
| Electric | | $ 3,000.00 |
| Gas | | $ 3,100.00 |
| Water | | |
| Sewer Connections | | |
| Internet | | $ 4,600.00 |
| Telephones (landlines) | Teams and Verizon replaced landlines | $ 2,400.00 |
| Facility Maintenance Contract | | $ 1,500.00 |
| Janitorial/Supplies/Garbage/Pest Control | | $ 8,800.00 |
| Insurance | | $ 2,535.00 |
| Alarm/Fire/Burglar Monitoring | | $ 800.00 |
| | **Utilities and Maintenance Costs Subtotal:** | $ 26,735.00 |
| **Equipment** | | |
| Assessment-related products | | |
| Assistive technology for individuals with disabilities *(Access and Accommodation)* | | $ 500.00 |
| Copiers | Annual lease and maintenance | $ 5,100.00 |
| Fax Machines | Annual costs | $ 100.00 |
| Computers | | $ 3,600.00 |
| Other tangible equipment used to serve all center customers (not specific to an individual program partner)<br><br>Specify Other Tangible Equipment | May include desks, office chairs, monitors, keyboard and mice, desktop printers or all in-one-devices etc. | $ 1,500.00 |
| Alarm/Fire/Burglar System | | |
| Phone System | | |
| | **Equipment Costs Subtotal:** | |
| **Technology to Facilitate Access to the AJCC** | | |
| Technology used for the center's planning and outreach activities<br><br>Specify the Technology | CRM | $ 5,000.00 |
| Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services<br><br>Website Address: www.afwd.org<br>(Does not include data systems or case management systems specific to individual program partners.) | | $ 1,500.00 |
| | **Technology to Facilitate Access Costs Subtotal:** | $ 6,500.00 |
| **SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS** | | |
| **Cost Category** | | **Total Cost** |
| **Subtotal: Rental Costs** | | $ - |
| **Subtotal: Utilities and Maintenance Costs** | | $ 26,735.00 |
| **Subtotal: Equipment Costs** | | $ - |
| **Subtotal: Technology to Facilitate Access Costs** | | $ 6,500.00 |
| | **TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:** | $ 33,235.00 |

| Required Phase II MOU Component: Sharing Infrastructure Costs | | |
|---|---|---|
| Budget, Cost Allocation Methodology, Initial Proportionate Share | | |
| | | |
| Phase II MOU Content Requirements: | | |
| A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center. | | |
| | | |
| **AJCC Infrastructure Budget** | | |
| **Business and Career Network 701 North Main St., Ste. #1, Alturas, CA 96101 - Alliance for Workforce Development, Inc.** | | |
| **Cost Category/Line Item** | **Line Item Cost Detail** | **Cost** |
| **Rent** | | |
| Rental of Facilities | | $ 6,300.00 |
| | **Rental Costs Subtotal:** | $ 6,300.00 |
| **Utilities and Maintenance** | | |
| Electric | | |
| Gas | | |
| Water | | |
| Sewer Connections | | |
| Internet | | |
| Telephones (landlines) | Teams and Verizon replaced Landlines | $ 900.00 |
| Facility Maintenance Contract | | |
| Janitorial/Supplies/Garbage/Pest Control | | |
| Insurance | | $ 2,035.00 |
| Alarm/Fire/Burglar Monitoring | | $ 270.00 |
| | **Utilities and Maintenance Costs Subtotal:** | $ 3,205.00 |
| **Equipment** | | |
| Assessment-related products | | |
| Assistive technology for individuals with disabilities *(Access and Accommodation)* | | $ 500.00 |
| Copiers | Annual lease and maintenance | $ 6,200.00 |
| Fax Machines | Annual costs | $ 400.00 |
| Computers | | $ 1,800.00 |
| Other tangible equipment used to serve all center customers (not specific to an individual program partner)<br><br>Specify Other Tangible Equipment | May include desks, office chairs, monitors, keyboard and mice, desktop printers or all in-one-devices etc. | $ 750.00 |
| Alarm/Fire/Burglar System | | $ - |
| Phone System | | $ - |
| | **Equipment Costs Subtotal:** | $ 9,650.00 |
| **Technology to Facilitate Access to the AJCC** | | |
| Technology used for the center's planning and outreach activities<br><br>Specify the Technology | CRM | $ 1,000.00 |
| Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services<br><br>Website Address: _____<br>(Does not include data systems or case management systems specific to individual program partners.) | | $ 1,500.00 |
| | **Technology to Facilitate Access Costs Subtotal:** | $ 2,500.00 |
| **SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS** | | |
| **Cost Category** | | **Total Cost** |
| **Subtotal: Rental Costs** | | $ 6,300.00 |
| **Subtotal: Utilities and Maintenance Costs** | | $ 3,205.00 |
| **Subtotal: Equipment Costs** | | $ 9,650.00 |
| **Subtotal: Technology to Facilitate Access Costs** | | $ 2,500.00 |
| **TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:** | | $ 21,655.00 |

| Required Phase II MOU Component: Sharing Infrastructure Costs | | |
|---|---|---|
| Budget, Cost Allocation Methodology, Initial Proportionate Share | | |
| | | |
| Phase II MOU Content Requirements: | | |
| A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center. | | |
| | | |
| **AJCC Infrastructure Budget** | | |
| **Business and Career Network 988 McCourtney Drive Grass Valley, CA 95949 - Alliance for Workforce Development, Inc.** | | |
| **Cost Category/Line Item** | **Line Item Cost Detail** | **Cost** |
| **Rent** | | |
| Rental of Facilities | | $ 31,000.00 |
| | **Rental Costs Subtotal:** | $ 31,000.00 |
| **Utilities and Maintenance** | | |
| Electric | | |
| Gas | | |
| Water | | |
| Sewer Connections | | |
| Internet | | $ 2,600.00 |
| Telephones (landlines) | Teams and Verizon replaced landlines | $ 1,670.00 |
| Facility Maintenance Contract | Operational Expenses Contract | $ 15,800.00 |
| Janitorial/Supplies/Garbage/Pest Control | | |
| Insurance | | $ 2,585.00 |
| Alarm/Fire/Burglar Monitoring | | |
| | **Utilities and Maintenance Costs Subtotal:** | $ 22,655.00 |
| **Equipment** | | |
| Assessment-related products | | |
| Assistive technology for individuals with disabilities *(Access and Accommodation)* | | $ 500.00 |
| Copiers | Annual lease and maintenance | $ 4,500.00 |
| Fax Machines | | |
| Computers | | $ 1,800.00 |
| Other tangible equipment used to serve all center customers (not specific to an individual program partner)<br><br>Specify Other Tangible Equipment | May include desks, office chairs, monitors, keyboard and mice, desktop printers or all in-one-devices etc. | $ 2,000.00 |
| Alarm/Fire/Burglar System | | $ - |
| Phone System | | $ - |
| | **Equipment Costs Subtotal:** | $ 8,800.00 |
| **Technology to Facilitate Access to the AJCC** | | |
| Technology used for the center's planning and outreach activities<br><br>Specify the Technology | CRM | $ 6,000.00 |
| Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services<br><br>Website Address: www.afwd.org<br>(Does not include data systems or case management systems specific to individual program partners.) | | $ 3,000.00 |
| | **Technology to Facilitate Access Costs Subtotal:** | $ 9,000.00 |
| **SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS** | | |
| **Cost Category** | | **Total Cost** |
| **Subtotal: Rental Costs** | | $ 31,000.00 |
| **Subtotal: Utilities and Maintenance Costs** | | $ 22,655.00 |
| **Subtotal: Equipment Costs** | | $ 8,800.00 |
| **Subtotal: Technology to Facilitate Access Costs** | | $ 9,000.00 |
| **TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:** | | $ 71,455.00 |

Nevada County includes costs for the Truckee Location

| Required Phase II MOU Component: Sharing Infrastructure Costs | | |
|---|---|---|
| Budget, Cost Allocation Methodology, Initial Proportionate Share | | |
| | | |
| Phase II MOU Content Requirements: | | |
| A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center. | | |
| | | |

| AJCC Infrastructure Budget | | |
|---|---|---|
| **Business and Career Network 988 McCourtney Drive Grass Valley, CA 95949 - TANF/CalWORKs** | | |
| **Cost Category/Line Item** | **Line Item Cost Detail** | **Cost** |
| **Rent** | | |
| Rental of Facilities | | $ 95,622.00 |
| | **Rental Costs Subtotal:** | $ 95,622.00 |
| **Utilities and Maintenance** | | |
| Electric | | |
| Gas | | |
| Water | | |
| Sewer Connections | | |
| Internet | | |
| Telephones (landlines) | | |
| Facility Maintenance Contract | | |
| Janitorial/Supplies/Garbage/Pest Control | | |
| Insurance | | |
| Alarm/Fire/Burglar Monitoring | | |
| | **Utilities and Maintenance Costs Subtotal:** | $ - |
| **Equipment** | | |
| Assessment-related products | | |
| Assistive technology for individuals with disabilities *(Access and Accommodation)* | | |
| Copiers | | |
| Fax Machines | | |
| Computers | | |
| Other tangible equipment used to serve all center customers (not specific to an individual program partner)<br><br>Specify Other Tangible Equipment | | |
| Alarm/Fire/Burglar System | | |
| Phone System | | $ - |
| | **Equipment Costs Subtotal:** | $ - |
| **Technology to Facilitate Access to the AJCC** | | |
| Technology used for the center's planning and outreach activities<br><br>Specify the Technology | | |

| | | |
|---|---|---|
| Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services<br><br>Website Address: www.afwd.org<br>(Does not include data systems or case management systems specific to individual program partners.) | | |
| **Technology to Facilitate Access Costs Subtotal:** | | $ - |
| **SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS** | | |
| **Cost Category** | | **Total Cost** |
| **Subtotal: Rental Costs** | | $ 95,622.00 |
| **Subtotal: Utilities and Maintenance Costs** | | $ - |
| **Subtotal: Equipment Costs** | | $ - |
| **Subtotal: Technology to Facilitate Access Costs** | | $ - |
| **TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:** | | $ 95,622.00 |

| Required Phase II MOU Component: Sharing Infrastructure Costs | | |
|---|---|---|
| Budget, Cost Allocation Methodology, Initial Proportionate Share | | |
| | | |
| Phase II MOU Content Requirements: | | |
| A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center. | | |
| | | |
| **AJCC Infrastructure Budget** | | |
| **Business and Career Network 76 Crescent Street Quincy, CA 95971 - Alliance for Workforce Development, Inc.** | | |
| **Cost Category/Line Item** | **Line Item Cost Detail** | **Cost** |
| **Rent** | | |
| Rental of Facilities | | $ 18,000.00 |
| | **Rental Costs Subtotal:** | $ 18,000.00 |
| **Utilities and Maintenance** | | |
| Electric | PGE | $ 3,240.00 |
| Gas | Hunt and Sons | $ 4,223.00 |
| Water | | |
| Sewer Connections | | |
| Internet | Plumas Sierra Telecommunications | $ 650.00 |
| Telephones (landlines) | Teams and Verizon replaced Landlines | $ 1,900.00 |
| Facility Maintenance Contract | | $ - |
| Janitorial/Supplies/Garbage/Pest Control | Miller Cleaning Services | $ 6,300.00 |
| Insurance | | $ 3,285.00 |
| Alarm/Fire/Burglar Monitoring | Certified Fortress | $ 359.00 |
| | **Utilities and Maintenance Costs Subtotal:** | $ 19,957.00 |
| **Equipment** | | |
| Assessment-related products | | |
| Assistive technology for individuals with disabilities *(Access and Accommodation)* | | $ 500.00 |
| Copiers | Annual lease and maintenance | $ 2,500.00 |
| Fax Machines | Annual cost | $ 100.00 |
| Computers | | $ 3,600.00 |
| Other tangible equipment used to serve all center customers (not specific to an individual program partner)<br><br>Specify Other Tangible Equipment | May include desks, office chairs, monitors, keyboard and mice, desktop printers or all in-one-devices etc. | $ 1,000.00 |
| Alarm/Fire/Burglar System | | $ - |
| Phone System | | $ - |
| | **Equipment Costs Subtotal:** | $ 7,700.00 |
| **Technology to Facilitate Access to the AJCC** | | |
| Technology used for the center's planning and outreach activities<br><br>Specify the Technology | CRM | $ 2,000.00 |
| Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services<br><br>Website Address: www.afwd.org<br>(Does not include data systems or case management systems specific to individual program partners.) | | $ 1,500.00 |
| | **Technology to Facilitate Access Costs Subtotal:** | $ 3,500.00 |
| **SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS** | | |
| **Cost Category** | | **Total Cost** |
| **Subtotal: Rental Costs** | | $ 18,000.00 |
| **Subtotal: Utilities and Maintenance Costs** | | $ 19,957.00 |
| **Subtotal: Equipment Costs** | | $ 7,700.00 |
| **Subtotal: Technology to Facilitate Access Costs** | | $ 3,500.00 |
| **TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:** | | $ 49,157.00 |

| Required Phase II MOU Component: Sharing Infrastructure Costs | | |
|---|---|---|
| Budget, Cost Allocation Methodology, Initial Proportionate Share | | |
| | | |
| Phase II MOU Content Requirements: | | |
| A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center. | | |
| | | |

| AJCC Infrastructure Budget (one per AJCC office) | | |
|---|---|---|
| SMART Workforce Center - 76 Cypress Ave., Redding, CA 96001 | | |
| **Cost Category/Line Item** | **Line Item Cost Detail** | **Cost** |
| **Rent** | | |
| Rental of Facilities | Redding Facility Rental approximately 7500 sq. feet | $ 165,000.00 |
| | **Rental Costs Subtotal:** | $ 165,000.00 |
| **Utilities, Maintenance, Services** | | |
| Electric | City of Redding Utilities | $ 27,275.00 |
| Gas | PG&E | $ 16,285.00 |
| Water | | |
| Sewer Connections | City of Redding Utilities | $ - |
| Internet | AT&T | $ 1,850.00 |
| Telephones (landlines) | Microsoft Teams | $ 3,360.00 |
| Facility Maintenance Contract | | |
| Janitorial/Supplies/Garbage/Pest Control | Holloran Janitorial | $ 16,700.00 |
| Insurance | | $ 23,280.00 |
| Alarm/Fire/Burglar Monitoring | | |
| | **Utilities and Maintenance Costs Subtotal:** | $ 88,750.00 |
| **Equipment, Maintenance and Support** | | |
| Assessment-related products | Assessment and testing materials for clients | $ 500.00 |
| Assistive technology for individuals with disabilities *(Access and Accommodation)* | Equipment available to clients with disabilities, compatible phones | $ 1,000.00 |
| Copiers | Annual Lease of equipment | $ 14,400.00 |
| Fax Machines | Annual fees | $ - |
| Computers | Annual technology purchases/equipment replacement | $ 16,000.00 |
| Other tangible equipment used to serve all center customers (not specific to an individual program partner)<br><br>Specify Other Tangible Equipment | Printers, technical support, computer maintenance and supplies, work stations, client headsets | $ 2,500.00 |
| Alarm/Fire/Burglar System | | $ - |
| Phone System | Replacement Phones for Job Center | $ 1,920.00 |
| | **Equipment Costs Subtotal:** | $ 36,320.00 |
| **Technology to Facilitate Access to the AJCC** | | |
| Technology used for the center's planning and outreach activities<br>Specify the Technology | Client Self Service Software, Translation Services, 711 Relay | $ 16,000.00 |
| Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services<br><br>Website Address: www.thesmartcenter.biz<br>(Does not include data systems or case management systems specific to individual program partners.) | SMART website hosted through One Each Technologies - includes program information, electronic partner referral portal, digital workshop sign-ups and more www.thesmartcenter.biz | $ 1,550.00 |
| | **Technology to Facilitate Access Costs Subtotal:** | $ 17,550.00 |

| SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS | |
|---|---|
| **Cost Category** | **Total Cost** |
| **Subtotal: Rental Costs** | $ 165,000.00 |
| **Subtotal: Utilities and Maintenance Costs** | $ 88,750.00 |
| **Subtotal: Equipment Costs** | $ 36,320.00 |
| **Subtotal: Technology to Facilitate Access Costs** | $ 17,550.00 |
| **TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:** | $ 307,620.00 |

| Required Phase II MOU Component: Sharing Infrastructure Costs | | |
|---|---|---|
| Budget, Cost Allocation Methodology, Initial Proportionate Share | | |
| | | |
| Phase II MOU Content Requirements: | | |
| A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center. | | |
| | | |
| **AJCC Infrastructure Budget** | | |
| **Business and Career Network 305 South Lincoln Street, Sierraville, CA 96126 - Alliance for Workforce Development, Inc.** | | |
| **Cost Category/Line Item** | **Line Item Cost Detail** | **Cost** |
| **Rent** | | |
| Rental of Facilities | | |
| **Rental Costs Subtotal:** | | $ - |
| **Utilities and Maintenance** | | |
| Electric | | |
| Gas | | |
| Water | | |
| Sewer Connections | | |
| Internet | | |
| Telephones (landlines) | Teams and Verizon replaced Landlines | $ 350.00 |
| Facility Maintenance Contract | | |
| Janitorial/Supplies/Garbage/Pest Control | | |
| Insurance | | $ 2,083.00 |
| Alarm/Fire/Burglar Monitoring | | |
| **Utilities and Maintenance Costs Subtotal:** | | $ 2,433.00 |
| **Equipment** | | |
| Assessment-related products | | |
| Assistive technology for individuals with disabilities *(Access and Accommodation)* | | $ 300.00 |
| Copiers | | |
| Fax Machines | Annual cost | $ 365.00 |
| Computers | Staff Laptop | $ 1,800.00 |
| Other tangible equipment used to serve all center customers (not specific to an individual program partner)<br><br>Specify Other Tangible Equipment | May include desk, office chair, monitors, desktop printer or all in-one-devices etc. | $ 750.00 |
| Alarm/Fire/Burglar System | | |
| Phone System | | $ - |
| **Equipment Costs Subtotal:** | | $ 3,215.00 |
| **Technology to Facilitate Access to the AJCC** | | |
| Technology used for the center's planning and outreach activities<br><br>Specify the Technology | CRM | $ 1,000.00 |
| Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services<br><br>Website Address: www.afwd.org<br>(Does not include data systems or case management systems specific to individual program partners.) | | $ 1,500.00 |
| **Technology to Facilitate Access Costs Subtotal:** | | $ 2,500.00 |
| **SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS** | | |
| **Cost Category** | | **Total Cost** |
| **Subtotal: Rental Costs** | | $ - |
| **Subtotal: Utilities and Maintenance Costs** | | $ 2,433.00 |
| **Subtotal: Equipment Costs** | | $ 3,215.00 |
| **Subtotal: Technology to Facilitate Access Costs** | | $ 2,500.00 |
| **TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:** | | $ 8,148.00 |

Sierra County office is moving effective 7/1/2025 into a shared use agreement at the Loyalton Wellness Center

| Required Phase II MOU Component: Sharing Infrastructure Costs | | |
|---|---|---|
| Budget, Cost Allocation Methodology, Initial Proportionate Share | | |
| | | |
| Phase II MOU Content Requirements: | | |
| A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center. | | |
| | | |
| **AJCC Infrastructure Budget** | | |
| **SMART Workforce Center - 800 College Ave., Weed, CA 96094** | | |
| **Cost Category/Line Item** | **Line Item Cost Detail** | **Cost** |
| **Rent** | | |
| Rental of Facilities | Space -- Approx. square feet | $ 2,700.00 |
| | **Rental Costs Subtotal:** | $ 2,700.00 |
| **Utilities and Maintenance** | | |
| Electric | N/A | |
| Gas | N/A | |
| Water | N/A | |
| Sewer Connections | N/A | |
| Internet | Internet Connectivity Costs | $ 300.00 |
| Telephones (landlines) | Telephone Costs | $ 500.00 |
| Facility Maintenance Contract | N/A | |
| Janitorial/Supplies/Garbage/Pest Control | Janitorial supplies | $ 1,500.00 |
| Insurance | Umbrella, workers compensation, cyber, | $ 3,650.00 |
| Alarm/Fire/Burglar Monitoring | | |
| | **Utilities and Maintenance Costs Subtotal:** | $ 5,950.00 |
| **Equipment** | | |
| Assessment-related products | Assessment materials for clients | $ 250.00 |
| Assistive technology for individuals with disabilities *(Access and Accommodation)* | Equipment is available to clients with disabilities, phones are compatible | $ 500.00 |
| Copiers | Copier costs | $ 2,000.00 |
| Fax Machines | Fax Machine Costs | |
| Computers | Client Towers & Monitors | $ 2,500.00 |
| Other tangible equipment used to serve all center customers (not specific to an individual program partner)<br><br>Specify Other Tangible Equipment | Printers, technical support, computer maintenance, supplies, client headsets, thumb drives | $ 1,500.00 |
| Alarm/Fire/Burglar System | | |
| Phone System | Replacement Phones for Job Center | $ 300.00 |
| | **Equipment Costs Subtotal:** | $ 7,050.00 |
| **Technology to Facilitate Access to the AJCC** | | |
| Technology used for the center's planning and outreach activities<br><br>Specify the Technology | Client Self-Service Software, Translation Services, 711 Relay | $ 2,500.00 |
| Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services<br><br>Website Address: www.thesmartcenter.biz<br>(Does not include data systems or case management systems specific to individual program partners.) | Smart website hosted through One Each Technologies- includes program information, electronic partner referral portal, digial workshop sign-ups, and more. www.thesmartcenter.biz | $ 250.00 |
| | **Technology to Facilitate Access Costs Subtotal:** | $ 2,750.00 |
| **SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS** | | |
| **Cost Category** | | **Total Cost** |
| **Subtotal: Rental Costs** | | $ 2,700.00 |
| **Subtotal: Utilities and Maintenance Costs** | | $ 5,950.00 |
| **Subtotal: Equipment Costs** | | $ 7,050.00 |
| **Subtotal: Technology to Facilitate Access Costs** | | $ 2,750.00 |
| **TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:** | | $ 18,450.00 |

| Required Phase II MOU Component: Sharing Infrastructure Costs | | |
|---|---|---|
| Budget, Cost Allocation Methodology, Initial Proportionate Share | | |
| | | |
| Phase II MOU Content Requirements: | | |
| A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center. | | |
| | | |
| **AJCC Infrastructure Budget** | | |
| **SMART Workforce Center - 1810 Fort Jones Rd, Suite B, CA 96097** | | |
| **Cost Category/Line Item** | **Line Item Cost Detail** | **Cost** |
| **Rent** | | |
| Rental of Facilities | Space -- Approx. square feet | |
| | **Rental Costs Subtotal:** | |
| **Utilities and Maintenance** | | |
| Electric | N/A | |
| Gas | N/A | |
| Water | N/A | |
| Sewer Connections | N/A | |
| Internet | Internet Connectivity Costs | $ 300.00 |
| Telephones (landlines) | Telephone Costs | $ 525.00 |
| Facility Maintenance Contract | N/A | |
| Janitorial/Supplies/Garbage/Pest Control | Janitorial supplies | $ 1,500.00 |
| Insurance | Umbrella, workers compensation, cyber, | $ 3,650.00 |
| Alarm/Fire/Burglar Monitoring | | |
| | **Utilities and Maintenance Costs Subtotal:** | $ 5,975.00 |
| **Equipment** | | |
| Assessment-related products | Assessment materials for clients | $ 250.00 |
| Assistive technology for individuals with disabilities *(Access and Accommodation)* | Equipment is available to clients with disabilities, phones are compatible | $ 500.00 |
| Copiers | Copier costs | $ 300.00 |
| Fax Machines | Fax Machine Costs | |
| Computers | Client Towers & Monitors | $ 2,500.00 |
| Other tangible equipment used to serve all center customers (not specific to an individual program partner)<br><br>Specify Other Tangible Equipment | Printers, technical support, computer maintenance, supplies, client headsets, thumb drives | $ 1,000.00 |
| Alarm/Fire/Burglar System | | |
| Phone System | Replacement Phones for Job Center | $ 300.00 |
| | **Equipment Costs Subtotal:** | $ 4,850.00 |
| **Technology to Facilitate Access to the AJCC** | | |
| Technology used for the center's planning and outreach activities<br><br>Specify the Technology | Client Self-Service Software, Translation Services, 711 Relay | $ 2,500.00 |
| Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services<br><br>Website Address: www.thesmartcenter.biz<br>(Does not include data systems or case management systems specific to individual program partners.) | Smart website hosted through One Each Technologies- includes program information, electronic partner referral portal, digial workshop sign-ups, and more. www.thesmartcenter.biz | $ 250.00 |
| | **Technology to Facilitate Access Costs Subtotal:** | $ 2,750.00 |
| **SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS** | | |
| **Cost Category** | | **Total Cost** |
| **Subtotal: Rental Costs** | | $ - |
| **Subtotal: Utilities and Maintenance Costs** | | $ 5,975.00 |
| **Subtotal: Equipment Costs** | | $ 4,850.00 |
| **Subtotal: Technology to Facilitate Access Costs** | | $ 2,750.00 |
| **TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:** | | $ 13,575.00 |

| Required Phase II MOU Component: Sharing Infrastructure Costs | | |
|---|---|---|
| Budget, Cost Allocation Methodology, Initial Proportionate Share | | |
| | | |
| Phase II MOU Content Requirements: | | |
| A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center. | | |
| | | |

| AJCC Infrastructure Budget | | |
|---|---|---|
| **Job Training Center of Tehama County - 718 Main Street, Red Bluff, CA 96080 - JTC** | | |
| **Cost Category/Line Item** | **Line Item Cost Detail** | **Cost** |
| **Rent** | | |
| Rental of Facilities | | $ 29,803.75 |
| | **Rental Costs Subtotal:** | $ 29,803.75 |
| **Utilities and Maintenance** | | |
| Electric | | $ 10,178.53 |
| Gas | | $ - |
| Water | | $ 631.26 |
| Sewer Connections | trash | $ - |
| Internet | includes telephones | $ 9,000.00 |
| Telephones (landlines) | | $ - |
| Facility Maintenance Contract | | $ 4,000.00 |
| Janitorial/Supplies/Garbage/Pest Control | | $ 12,000.00 |
| Insurance | | $ 12,554.00 |
| Alarm/Fire/Burglar Monitoring | | $ - |
| | **Utilities and Maintenance Costs Subtotal:** | $ 48,363.79 |
| **Equipment** | | |
| Assessment-related products | | $ - |
| Assistive technology for individuals with disabilities *(Access and Accommodation)* | | $ 148.00 |
| Copiers | | $ 4,300.00 |
| Fax Machines | | $ - |
| Computers | | $ 7,200.00 |
| Other tangible equipment used to serve all center customers (not specific to an individual program partner)<br><br>Specify Other Tangible Equipment | Other equipment, computers; includes software | $ 9,836.00 |
| Alarm/Fire/Burglar System | | $ - |
| Phone System | | $ - |
| | **Equipment Costs Subtotal:** | $ 21,484.00 |
| **Technology to Facilitate Access to the AJCC** | | |
| Technology used for the center's planning and outreach activities<br><br>Specify the Technology | | $ - |
| Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services<br><br>Website Address: www.jobtrainingcenter.org<br><br>(Does not include data systems or case management systems specific to individual program partners.) | | $ 2,200.00 |
| | **Technology to Facilitate Access Costs Subtotal:** | $ 2,200.00 |
| **SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS** | | |
| **Cost Category** | | **Total Cost** |
| **Subtotal: Rental Costs** | | $ 29,803.75 |
| **Subtotal: Utilities and Maintenance Costs** | | $ 48,363.79 |
| **Subtotal: Equipment Costs** | | $ 21,484.00 |
| **Subtotal: Technology to Facilitate Access Costs** | | $ 2,200.00 |
| | **TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:** | $ 101,851.54 |

| Required Phase II MOU Component: Sharing Infrastructure Costs | | |
|---|---|---|
| Budget, Cost Allocation Methodology, Initial Proportionate Share | | |
| | | |
| Phase II MOU Content Requirements: | | |
| A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center. | | |
| | | |
| **AJCC Infrastructure Budget** | | |
| **SMART Workforce Center - 30 Arbuckle Court, Weaverville, CA 96093** | | |
| **Cost Category/Line Item** | **Line Item Cost Detail** | **Cost** |
| **Rent** | | |
| Rental of Facilities | Weaverville Facility Rental | |
| | **Rental Costs Subtotal:** | |
| **Utilities, Maintenance, Services** | | |
| Electric | N/A | |
| Gas | N/A | |
| Water | N/A | |
| Sewer Connections | N/A | |
| Internet | AT&T | $ 115.00 |
| Telephones (landlines) | Microsoft Teams | $ 225.00 |
| Facility Maintenance Contract | | |
| Janitorial/Supplies/Garbage/Pest Control | Janitorial Supplies | $ 1,400.00 |
| Insurance | Liability Insurance | $ 1,550.00 |
| Alarm/Fire/Burgler Monitoring | | |
| | **Utilities and Maintenance Costs Subtotal:** | $ 3,290.00 |
| **Equipment, Maintenance and Support** | | |
| Assessment-related products | Assessment materials for clients | $ 250.00 |
| Assistive technology for individuals with disabilities *(Access and Accommodation)* | Equipment is available to clients with disabilities, phones are compatible | $ 500.00 |
| Copiers | Copier costs | $ 1,375.00 |
| Fax Machines | Fax Machine Costs | |
| Computers | Client Towers & Monitors | $ 1,000.00 |
| Other tangible equipment used to serve all center customers (not specific to an individual program partner)<br><br>Specify Other Tangible Equipment | Printers, technical support, computer maintenance, supplies, client headsets, thumb drives | $ 1,000.00 |
| Alarm/Fire/Burgler System | | |
| Phone System | Replacement Phones for Job Center | $ 300.00 |
| | **Equipment Costs Subtotal:** | $ 4,425.00 |
| **Technology to Facilitate Access to the AJCC** | | |
| Technology used for the center's planning and outreach activities<br>Specify the Technology | Client Self-Service Software, Translation Services, 711 Relay | $ 1,000.00 |
| Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services<br><br>Website Address: www.thesmartcenter.biz<br>(Does not include data systems or case management systems specific to individual program partners.) | Smart website hosted through One Each Technologies- includes program information, electronic partner referral portal, digial workshop sign-ups, and more.<br>www.thesmartcenter.biz | $ 100.00 |
| | **Technology to Facilitate Access Costs Subtotal:** | $ 1,100.00 |
| **SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS** | | |
| **Cost Category** | | |
| **Subtotal: Rental Costs** | | $ - |
| **Subtotal: Utilities and Maintenance Costs** | | $ 3,290.00 |
| **Subtotal: Equipment Costs** | | $ 4,425.00 |
| **Subtotal: Technology to Facilitate Access Costs** | | $ 1,100.00 |
| **TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network** | | $ 8,815.00 |