

File RFP CPR

REQUEST FOR PROPOSALS (RFP)

**Job Training Partnership Act (JTPA)
Title III**

**COMMUNITY PROJECTS FOR RESTORATION (CPR)
PY 93-94**

Deadline for Receipt of Proposals:

**April 12, 1993
5:00pm**

Technical Assistance Meeting:

**TBA 3/25/93
9-12 NOON**

Technical Assistance Coordinators:

**Manny Chavez
(213) 485-4755**

**Corazon Alejandro
(213) 237-1747**

Issue Date:

March 15, 1993

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REQUEST FOR PROPOSALS
TITLE III, COMMUNITY PROJECTS FOR RESTORATION (CPR)

I. INTRODUCTION

The Mayor, City Council, and the Private Industry Council (PIC) of the City of Los Angeles have authorized the Community Development Department (CDD) to release a Request for Proposals (RFP) to provide employment and training services for dislocated workers, long-term, and/or chronically unemployed older youth (ages 18-21) and adults (22 and over) in the Pico-Union/Koreatown area, specifically the 4.5-square-mile section bordered by 6th Street (North), Washington (South), Western (West), and the Harbor Freeway (East).

Funding for this RFP was allocated through the Department of Justice's "Community Projects for Restoration (CPR)" which was approved for the City of Los Angeles after the civil uprising of April 29-31, 1992.

II. GENERAL INFORMATION

A. CONTRACT PERIODS

Successful applicants will be award contracts for the period of June 1, 1993 to June 30, 1994, subject to renewal should additional funds become available.

Policy contained in this RFP will remain in effect until the life of the proposal unless changed by state and federal laws and regulations.

B. AVAILABLE FUNDS

Approximately \$500,000 in JTPA Title III Secretary's Discretionary funds is available for training and employment services in the Pico-Union/Koreatown target area. It is the City's intent to fund one proposal for the entire amount.

C. ELIGIBLE ORGANIZATIONS

Any private-for-profit business entity, private-non-profit corporation, or public entity; that has a minimum of twelve months of documented experience in operating a job training program within the last two years; with unsubsidized employment as a goal may apply. Priority will be given to organizations which are located in the target area and have a history of providing employment and training services in the area. Joint venture consortiums which meet these two priorities are eligible.

2. The proposal shall include the proposer's best terms and conditions. Submission of the proposal shall constitute a firm and fixed offer to the City that will remain open and valid for a minimum of ninety days from the proposal submission deadline.
3. Unnecessarily elaborate or lengthy proposals or other presentations beyond those needed to give a sufficient and clear response to all of the RFP requirements are not desired.
4. The proposal must set forth accurate and complete information as required in this RFP document. Unclear, incomplete, and/or inaccurate documentation may not be considered for contract award.
5. Proposer's proposal may be withdrawn personally, by written request, or by telegram prior to the scheduled closing time for receipt of application.
6. The City reserves the right to extend the submission deadline should such action be in the interest of the City. Proposers have the right to revise their proposals in the event the deadline is extended.
7. The City reserves the right to withdraw this RFP at any time without prior notice. The City and the PIC make no representation that any contract will be awarded to any offer responding to this RFP.
8. Proposals shall be reviewed and rated by the City as submitted. No changes or additions may be made by the proposer after the deadline for receipt for proposals.
9. The City reserves the right to verify the information in the proposal. If the information in the proposal can not be verified, and if the errors are not willful, the City reserves the right to reduce the rating points awarded.
10. If a proposer knowingly and willfully submits false performance or other data, the City reserves the right to reject that proposal. If it is determined that a contract was awarded as a result of false performance or other data submitted in response to this RFP, the City reserves the right to terminate that contract.
11. A proposer may not be recommended for funding, regardless of the merits of the proposal submitted, if it has a history of contract non-compliance with the City or any other funding source, poor past, or current contract performance with the City or any other funding source, or current disputed or disallowed costs with the City or any other funding source.
12. Proposer's proposal is for a period of time not to exceed twelve (12) months. If the contractor performs successfully, then the City reserves the option to extend the contract.

Youth ages 18 to 21 years who are out of school, chronically unemployed (long term or with no work history) with multiple barriers to employment such as individuals who are basic skills deficient, offenders, with disabilities, homeless, veterans, alcoholics, or addicts are also eligible.

B. SUBCONTRACTING

The applicant must provide the majority of core training. Applicants must indicate in their proposal the services to be provided directly and those to be subcontracted. Applicants must also identify specific subcontractors by name, and the roles and responsibilities of each. All subcontracts must be approved by the City before subcontracts are executed.

C. PERFORMANCE STANDARDS

Applicants must submit participant characteristics and propose performance standards for each of the following performance measures:

- Entered Employment Rate
- Average Wage at Placement
- Cost Per Entered Employment
- Follow-up Employment Rate
- Follow-up Weekly Earnings
- Follow-up Weeks Worked

No minimum standards have been established. All proposals will be evaluated for cost reasonableness and competitiveness.

Proposed standards will be subject to review and negotiation by the Department.

Successful applicants will not be permitted to propose different standards during contract negotiations, except in those instances where it would be advantageous to the City.

D. ADMINISTRATION COST LIMIT

Out of the \$500,000 grant allocated for the Pico-Union target area, \$58,000 is being made available for administrative costs. The admin cap applies not only to the grantee but to any subcontractors of the grantee.

V. DIRECT CLIENT SERVICES

The applicant must exhibit an ability to provide client services directly to participants in the following four areas:

A. JOB TRAINING AND PLACEMENT SERVICES

1. PRE-TRAINING ACTIVITIES

Pre-training activities include recruiting participants into

copy to your proposal). If your organization possesses a State waiver, attach a copy to your proposal.

b. Public Service Employment (PSE)

This activity will provide participants with fully subsidized employment with non-profit organizations at a wage rate of \$7.04 per hour.

c. On-the-Job-Training (OJT)

In this activity, the applicant will contract with employers to provide participants with practical hands-on job experience and occupational training. OJT participants are considered employees of the employer from the first day of training. The OJT training must include a skills-based curriculum.

The applicant must conduct on-site monitoring of OJT sites, confirm and document participants' progress and skills acquired; verify payment made by employers; and, provide counseling and support services to participants. Contractors must also have a process which assesses and selects OJT employers who effectively comply with the terms of the OJT worksite training agreement and provide long-term employment and competitive benefits.

Contractors may offer employers, as compensation, up to 50% of the total taxable wages of the participant for the extraordinary costs incurred in training the participant. Contractors may negotiate a lower rate of compensation with the employer. Full payment to the employer shall be made only when training has been completed, skills have been acquired, the placement is at or above the agreed upon wage, and the job retention requirements are met.

3. POST-TRAINING ACTIVITIES

Contractors are required to provide job development and post termination services which are tailored to meet the needs of each individual participant. Services shall include but not be limited to employer outreach and preparation of participants for specific job interviews. Placement into unsubsidized employment shall be into positions that are expected to be permanent and continuous.

Contractors are also required to provide follow-up services to all terminees for at least 91 days following termination. Follow-up services should include telephone calls and site visits to ensure retention and progress made for individuals placed. Follow-up services should also be provided to those not placed.

C. PROGRAM DESIGN

Applicants must prepare narratives which detail their proposed program design for each of the following:

Narrative 2, Pre-Training Plan--Describe how participant outreach and recruitment will be conducted; what methods will be used to reach the target population; and, what organizations will be contacted as part of outreach.

Describe the assessment process for determining participant eligibility and individual training needs including the specific tools to be utilized for assessing basic skills and occupational training needs, aptitudes and interests. Describe how assessment will be geared toward the target population.

Describe how Individual Service Strategies (ISS) will be prepared, including utilization of assessment results. The ISS must identify the employment goal, achievement objective, and appropriate services for the participant.

Describe the types of counseling to be provided and how the total needs of the participant will be addressed through a case management system.

Narrative 3, Program Design--Describe the program design, including the combination of hours to accomplish the specified training activities; and how skills attainment will be documented.

Narrative 4, Training Occupations--List the occupations in which training will be provided; site source for determining demand occupations with opportunities for advancement; describe how these occupations are appropriate for the eligible population. Skills Acquisition Plans must be prepared and submitted for each OJT proposed which is not listed in Attachment I, "Approved OJT Training Occupations, Hours and Wages."

Narrative 5, Job Development--Describe your job development process, including employer outreach; describe how job development will be tailored to match an individual with the appropriate job.

Narrative 6, Supportive Services--Describe the types of supportive services to be provided and why they are appropriate for the eligible population; describe what, if any, non-JTPA supportive services will be provided to meet participant needs.

Narrative 7, Coordination--Describe how linkages will be developed and maintained with each of the following as applicable: a) subcontractors; b) other local employment and training providers; c) unions; and, d) governmental agencies providing services to dislocated workers.

Narrative 8, Administration--Describe how the following administrative activities will be performed:

implementing this policy by taking all reasonable steps to ensure that all available business enterprises, including local MBEs and WBEs, have an equal opportunity to compete for and participate in City contracts.

B. CHILD CARE POLICY

The City of Los Angeles shall encourage all its vendors to adopt a stated policy on child care. To the extent permitted by law, vendors with stated child care policies shall receive preference in contracting with the City of Los Angeles.

C. AFFIRMATIVE ACTION PLAN

All JTPA contractors are required to comply with the City's policy in which contractors awarded in excess of \$5,000 must submit a written affirmative action plan to the Equal Employment Office of the Community Development Department.

D. INSURANCE CERTIFICATES

All contractors are required to obtain insurance that names the City as an additional insured. The insurance must be obtained prior to contract execution.

E. CORPORATE DOCUMENTS

All contractors are required to submit a copy of their most current Articles of Incorporation, as filed with the Secretary of State; and a copy of the corporate by-laws, and all amendments thereto, as adopted by the contractor's board of directors.

All contractors are also required to submit corporate resolutions of executorial authority which specify person(s) authorized to obligate the contractor and execute contractual documents.

APPROVED OCCUPATIONS, HOURS, AND WAGES

D.O.T. Code*	SVP*	Occupation*	#	Wage	Hours
185.137-010	5	Manager Trainee, Fast Food Services	1	5.10	499
195.367-010	3	Case Aide/Community Program Aide	4	7.33	360
203.362-010	4	Clerk-Typist	19	7.78	430
203.382-030*	5	Word Processing Machine Operator Trainee (old #203.362-018)	9	7.02	499
203.582-010	4	Braille Operator	2	7.92	430
203.582-054	4	Data Entry Clerk	1	7.50	430
205.362-014	5	Employment Clerk Trainee	1	8.45	499
205.362-018	4	Hospital-Admitting Clerk	2	7.50	430
205.367-022	4	Credit Clerk	1	5.00	430
205.367-046	4	Rehabilitation Clerk	4	5.12	430
206.367-014	3	File Clerk II	2	6.82	360
206.387-010	5	Classification Clerk Trainee	4	7.64	499
206.387-034*	3	File Clerk I (old #206.362-010)	9	5.49	360
209.362-010	3	Circulation Clerk	1	6.50	360
209.367-018	5	Correspondence Review Clerk Trainee	8	6.79	499
209.387-022	3	Data-Examination Clerk	2	5.13	360
209.387-034	4	Suggestion Clerk	1	7.00	430
209.562-010	3	General Clerk/Routine Office Clerk	245	6.77	360
209.687-010	4	Checker II	9	6.86	430
209.687-018	4	Reviewer (insurance)	1	6.75	430
210.382-046	5	General Ledger Bookkeeper Trainee	1	5.00	499
211.362-010	5	Cashier I Trainee	19	5.51	499
211.462-014	3	Cashier II	21	5.43	360
211.462-026	3	Check Cashier	1	6.50	360
211.482-018	3	Food and Beverage Checker	1	5.50	360
214.482-010	4	Billing Machine Operator	1	8.00	430
215.362-022	3	Timekeeper (old #215.367-022)	1	8.00	360
216.482-010	5	Accounting Clerk Trainee	15	7.05	499
219.362-010	4	Administrative Clerk/General Office Clerk	89	6.66	430
219.367-038	4	Underwriting Clerk	1	7.50	430
222.367-062	5	Tool-Crib Attendant Trainee	1	5.00	499
222.387-010	5	Aircraft-Shipping Checker Trainee	16	6.34	499
222.387-026	4	Inventory Clerk	12	6.53	430
222.387-034	5	Material Clerk Trainee	5	5.61	499
222.387-038	3	Parcel Post Clerk	1	6.00	360
222.387-050	5	Shipping and Receiving Clerk Trainee	67	6.56	499
222.387-058	4	Stock Clerk	53	6.02	430
222.487-014	3	Order Filler	1	5.00	360
222.587-018	3	Distributing Clerk/Publications-Distribution Clerk	1	6.00	360
222.587-034	3	Route-Delivery Clerk	1	7.50	360
222.687-030	4	Shipping Checker	5	6.70	430
222.687-038	4	Tooth Clerk	1	10.00	430
235.462-010	3	Central-Office Operator (telephone & telegraph)	1	5.50	360

Source: Dictionary of Occupational Titles, 4th edition, revised 1991

APPROVED OJ. TRAINING OCCUPATIONS, HOURS, AND WAGES

D.O.T. Code*	SVP*	Occupation*	#	Wage	Hours
334.374-010	4	Masseur/Masseuse	1	8.00	430
355.674-014	4	Nurse Attendant	16	5.96	430
355.674-018	4	Orderly	2	5.05	430
357.477-010	3	Baggage Checker	9	5.00	360
359.677-010	3	Attendant, Children's Institution	1	6.00	360
359.677-014	3	Funeral Attendant	1	6.00	360
359.677-018	4	Nursery School Attendant/Day Care Worker	11	5.72	430
363.682-014	3	Presser, All-Around (laundry)	1	5.30	430
365.674-010	4	Shoe-Repairer Helper	1	5.00	430
369.477-014	3	Service-Establishment Attendant	4	5.63	360
372.363-010	4	Protective Officer (government service)	1	6.95	430
372.367-010	3	Community Service Worker, Patrol	5	11.25	360
372.667-018	4	Correction Officer/Guard	2	6.92	430
372.667-010	3	Guard, Security	86	5.99	360
373.367-010	5	Fire Inspector Trainee/Fire Watcher Trainee	14	7.61	499
376.367-010	3	Alarm Investigator/Armed Guard	2	5.30	360
376.367-014	4	Detective I/Investigator	3	5.03	430
376.367-018	4	House Officer/House Detective	12	6.57	430
376.667-010	3	Bouncer	2	5.10	360
376.667-018	4	Patroller	9	5.10	360
381.687-010	4	Central-Supply Worker	1	7.00	430
382.664-010	3	Janitor/Building Superintendent	45	6.56	360
406.684-014	3	Groundskeeper, Industrial/Commercial	2	7.00	360
410.674-010	4	Animal Caretaker	5	5.55	430
524.684-010	4	Candy Dipper, Hand	2	5.00	430
524.684-014	3	Decorator (bakery products)	1	5.00	360
524.684-022	3	Icer, Hand	4	5.00	360
549.587-014	3	Laboratory Sampler (petroleum refining)	2	8.00	360
550.685-030	4	Chemical Preparer	2	6.43	430
550.685-046	4	Compounder (pharmaceuticals, soap)	2	7.00	430
599.687-018	3	Lead Handler (ordnance)	1	5.00	360
609.685-018	3	Production Machine Tender (machine shop)	8	6.29	360
616.382-010	5	Barbed Wire-Machine Operator Trainee	2	5.50	499
616.682-026	4	Kick-Press Operator/Bench Press Operator	1	6.00	430
616.682-034	4	Stranding-Machine Operator	3	5.50	430
619.685-062	3	Machine Operator II (any industry)	1	5.00	360
620.684-010	4	Automobile Wrecker/Wrecking Mechanic	1	7.00	430
620.684-014	3	Automobile-Mechanic Help	17	6.83	360
625.684-010	4	Diesel-Mechanic Helper	1	7.50	430
630.684-022	5	Pump-Service Helper Trainee	6	6.67	499
639.281-014	5	Coin-Machine-Service Repairer Trainee	1	7.50	499
641.562-010	5	Corrugator Operator Trainee	1	8.27	499
685.665-014	3	Knitting-Machine Operator	1	5.00	360
691.367-010	5	Inspector Trainee, Wire	2	5.00	499
692.662-018	4	Wafer-Machine Operator (electrical equipment)	6	7.15	430

Source: Dictionary of Occupational Titles, 4th edition, revised 1991

APPROVED OJT TRAINING OCCUPATIONS, HOURS, AND WAGES

D.O.T. Code*	SVP*	Occupation*	#	Wage	Hours
921.683-050	3	Industrial-Truck Operator	1	6.25	360
929.684-010	3	Packer (ordnance)	1	5.50	360
929.687-030	3	Material Handler (any industry)	60	6.09	360
962.167-014	5	Program Assistant Trainee (radio-tv Broadcasting)	1	5.00	499
979.382-018	5	Printer/Graphic Arts Technician Trainee	6	7.17	499
979.684-026	3	Print Shop Helper	8	5.84	360
979.684-030	3	Screen Printer/Silk-Screen Printer	1	5.48	360
979.684-034	3	Screen Printer/Silk-Screen Painter	3	7.50	360

Source: Dictionary of Occupational Titles, 4th edition, revised 1991

APPROVED OJ TRAINING OCCUPATIONS, HOURS, AND WAGES

D.O.T. Code*	SVP*	Occupation*	#	Wage	Hours
921.683-050	3	Industrial-Truck Operator	1	6.25	360
929.684-010	3	Packer (ordnance)	1	5.50	360
929.687-030	3	Material Handler (any industry)	60	6.09	360
962.167-014	5	Program Assistant Trainee (radio-tv Broadcasting)	1	5.00	499
979.382-018	5	Printer/Graphic Arts Technician Trainee	6	7.17	499
979.684-026	3	Print Shop Helper	8	5.84	360
979.684-030	3	Screen Printer/Silk-Screen Printer	1	5.48	360
979.684-034	3	Screen Printer/Silk-Screen Painter	3	7.50	360

Source: Dictionary of Occupational Titles, 4th edition, revised 1991

**REQUEST FOR PROPOSALS
TITLE III COMMUNITY PROJECTS FOR RESTORATION
1993-94**

EXECUTIVE SUMMARY

I. GENERAL INFORMATION

Legal Name of Organization:		
Street Address:		
City:	State :	Zip:
Contact Person:	Phone #:	
Address of Training Facility:		

II. PROGRAM SUMMARY

A.	Adult (age 22 and over) Funds Requested	\$
B.	Youth (ages 16 to 21) Funds Requested	\$
C.	Total Funds Requested (A + B)	\$
D.	Number of Adult Enrollees	
E.	Number of Youth Enrollees	
F.	Number of Adult Placements	
G.	Number of Youth Placements	
H.	Cost Per Entered Employment (A/F)	
I.	Cost Per Positive Termination (B/G)	
J.	Proposed Length of Classroom Training (in hours)	
K.	Proposed Length of Public Service Employment (in hours)	
L.	Proposed Length of On-the-Job Training (in hours)	
M.	Total Proposed Training Length (J+K+L)	

III. LEGAL STRUCTURE

A.	Private for Profit	
B.	Private Non-Profit	
C.	Public Agency	

City of Los Angeles Youth and Employment Services Division
SKILLS ACQUISITION PLAN (SAP)/COMPETENCY ACQUISITION PLAN (CAP)
CLASSROOM TRAINING

TRAINING PLAN

ADULT () YOUTH () ADULT & YOUTH ()

Basic Skills () GED Prep ()
 ESL () VESL ()

Page ____ of ____

Contractor Name _____

Occupational Target _____ DOT Code _____

OES Code _____

no.	SKILLS/COMPETENCIES PARTICIPANT WILL DEMONSTRATE THE ABILITY TO	INDICATORS/BENCHMARKS PARTICIPANT WILL DEMONSTRATE THIS ABILITY BY	CURRICULUM REFERENCES /CLASSROOM ACTIVITIES	METHODS & STANDARDS OF ASSESSMENT AND DOCUMENTATION

**City of Los Angeles Youth and Employment Services Division
 SKILLS ACQUISITION PLAN (SAP)/COMPETENCY ACQUISITION PLAN (CAP)
 CLASSROOM TRAINING: JOB-SPECIFIC SKILLS (CT:JSS)**

020

TRAINING PLAN

ADULT () YOUTH () ADULT & YOUTH ()

Page ____ of ____

Contractor Name _____

Course Title/Competency Area _____

Occupation _____ DOT Code _____

OES Code _____

no.	SKILLS/COMPETENCIES PARTICIPANT WILL DEMONSTRATE THE ABILITY TO	INDICATORS/BENCHMARKS PARTICIPANT WILL DEMONSTRATE THIS ABILITY BY	CURRICULUM REFERENCES / CLASSROOM ACTIVITIES	METHODS & STANDARDS OF ASSESSMENT AND DOCUMENTATION

**City of Los Angeles Youth and Employment Services Division
 SKILLS ACQUISITION PLAN (SAP)/COMPETENCY ACQUISITION PLAN (CAP)
 WORKSITE TRAINING**

TRAINING PLAN

OJT () LWE () TOE () EEE ()

ADULT () YOUTH () ADULT & YOUTH ()

Page ____ of ____

Contractor Name _____

Occupational Target _____ DOT Code _____

OES Code _____

no.	SKILLS/COMPETENCIES/DUTIES PARTICIPANT WILL DEMONSTRATE THE ABILITY TO	INDICATORS/BENCHMARKS/TASKS PARTICIPANT WILL DEMONSTRATE THIS ABILITY BY	METHODS & STANDARDS OF ASSESSMENT AND DOCUMENTATION

PARTICIPANT CHARACTERISTIC PLAN

		A	B	C #	
		ADULT	YOUTH	ADULT	YOUTH
1	TOTAL TERMINATIONS				
2	MALE	%	%		
3	FEMALE	%	%		
AGE					
4	14-15		%		
5	16-17		%		
6	18-21		%		
7	22-29	%			
8	30-54	%			
9	55 AND OVER	%			
EDUCATION					
10	SCHOOL DROPOUT	%	%		
11	STUDENT (HS OR LESS)	%	%		
12	HIGH SCHOOL GRADUATE OR EQUIVALENT	%	%		
13	POST HIGH SCHOOL/COLLEGE GRADUATE	%	%		
ETHNICITY					
14	WHITE	%	%		
15	BLACK	%	%		
16	HISPANIC	%	%		
17	AMERICAN INDIAN/ALASKAN NATIVE	%	%		
18	ASIAN	%	%		
19	OTHERS	%	%		
OTHER FACTORS					
20	SINGLE HEAD OF HOUSEHOLD	%	%		
21	LIMITED ENGLISH SPEAKING	%	%		
22	DISABLED	%	%		
23	OFFENDER	%	%		
24	READING BELOW 8TH GRADE	%	%		
25	MATH BELOW 8TH GRADE	%	%		
26	HOMELESS/RUNAWAY YOUTH	%	%		
27	LACKS SIGNIFICANT WORK HISTORY	%	%		
28	PARENTING		%		
29	PREGNANT		%		
30	POTENTIAL DROPUT		%		
31	FUNCTIONALLY ILLITERATE	%	%		
32	SUBSTANCE ABUSE	%	%		
33	COURT ORDERED PLACEMENT		%		
34	LONG TERM AFDC (ON THE GRANT)	%	%		
35	AFDC (ON THE GRANT)	%	%		
36	GA/RCA (ON THE GRANT)	%	%		
37	GAIN/JOBS	%	%		
38	UI CLAIMANT	%	%		
39	LONG TERM UNEMPLOYED	%	%		
40	NOT IN LABOR FORCE	%	%		
41	VETERANS	%	%		

JTPA ORGANIZATION CHART-Page 2 of 2

Contractor Name: _____

INSTRUCTION: Present a chart of your complete organizational structure for the JTPA Program. Graphically describe the lines of authority and responsibility related to the proposed program. Include direct program staff, supervisor(s), manager(s) and administrative support staff. Show the job title and number of Full Time Equivalent (FTE) positions. When position is vacant, please indicate "to be hired" and give expected hiring date.

Line-Item Budget General Operating Expenses
Supporting Schedule (Page 1 of 6)

Proposer Name: _____

Budget Period: 7/01/93 - 6/30/94

Expense Inventory

A. EQUIPMENT

1. DEPRECIATION EXPENSE							TOTAL	ADMIN.	BASIC READJUSTMENT	RETRAINING	NEEDS BASED	SUPPORT SERVICES
Item	QUANTITY	YEAR OF PURCHASE	PURCHASE PRICE	LIFE SPAN (YEARS)	JTPA %	JTPA Cost						
A.			\$			\$	\$	\$	\$	\$	\$	\$
B.												
C.												
D.												
E.												
DEPRECIATION SUB-TOTAL							\$	\$	\$	\$	\$	\$

2. MAINTENANCE OR LEASE EQUIPMENT CONTRACT EXPENSES						TOTAL	ADMIN.	BASIC READJUSTMENT	RETRAINING	NEEDS BASED	SUPPORT SERVICES
ITEM											
						\$	\$	\$	\$	\$	\$
A.											
B.											
C.											
D.											
E.											
MAINTENANCE/LEASE SUB-TOTAL						\$	\$	\$	\$	\$	\$
EQUIPMENT SUB-TOTAL						\$	\$	\$	\$	\$	\$

B. MATERIALS & SUPPLIES						TOTAL	ADMIN.	BASIC READJUSTMENT	RETRAINING	NEEDS BASED	SUPPORT SERVICES
ITEM											
						\$	\$	\$	\$	\$	\$
A.											
B.											
C.											
D.											
E.											
MATERIALS/SUPPLIES SUB-TOTAL						\$	\$	\$	\$	\$	\$

City of Los Angeles
Youth and Employment Services Division

Line-Item Budget
Five-Step Salary Plan (Page 5 of 6)

CONTRACTOR NAME: _____

JOB TITLE:	SALARY STEPS				
	#1	#2	#3	#4	#5

AFFIDAVITS AND DECLARATIONS

**CITY OF LOS ANGELES
CDD/YES DIVISION**

AFFIDAVIT II

ALL APPLICANTS MUST COMPLETE THE FOLLOWING AFFIDAVIT AS TO NON-DISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITIES.

The undersigned representatives do hereby certify that, consistent with the regulations issued pursuant to the Job Training Partnership Act, the applicant or contractor does and will continue to comply with the Title VI of the Civil Rights Act of 1964 (42USD2000d) and all other applicable federal, state and local statutes relative to nondiscrimination.

The undersigned further recognizes that the City of Los Angeles may not contract with any organization which is not in compliance with these assurances. No person shall on the grounds of race, creed, national origin, color handicap, sex, sexual preference, religion, age or political affiliation, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity funded in whole or in part with funds made available under the Job Training Partnership Act.

Organization

Address

Officer's Signature

Date

Officer's Title with Organization

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose activities pursuant to 31 U.S.C 1352
(See reverse for public burden disclosure.)

<p>1. Type of Federal Action:</p> <ul style="list-style-type: none"> a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance 	<p>2. Status of Federal Action:</p> <ul style="list-style-type: none"> a. bid/offer/application b. initial award c. post-award 	<p>3. Report Type:</p> <ul style="list-style-type: none"> a. initial filing b. material change <p>For Material Change Only: year _____ quarter _____ date of last report _____</p>
<p>4. Name and Address of Reporting Entity:</p> <p style="margin-left: 40px;">Prime _____ Subawardee _____ Tier _____, if known:</p> <p style="margin-left: 40px;">Congressional District, if known: _____</p>		<p>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</p> <p style="margin-left: 40px;">Congressional District, if known: _____</p>
<p>6. Federal Department/Agency:</p>	<p>7. Federal Program Name/Description:</p> <p style="margin-left: 40px;">CFDA Number, if applicable: _____</p>	
<p>8. Federal Action Number, if known: _____</p>	<p>9. Award Amount, if known: \$ _____</p>	
<p>10a. Name and Address of Lobbying Entity (if individual, last name, first name, MI):</p>		<p>b. Individual Performing Services (include address if different from No. 10a.) (last name, first name, MI):</p>
<p>(attach Continuation Sheet(s) SF-LLL-A, if necessary)</p>		
<p>11. Amount of Payment (check all that apply):</p> <p style="margin-left: 40px;">\$ _____ actual _____ planned _____</p>	<p>13. Type of Payment (check all that apply):</p> <ul style="list-style-type: none"> a. retainer b. one-time fee c. commission d. contingent fee e. deferred f. other; specify: _____ 	
<p>12. Form of Payment (check all that apply):</p> <ul style="list-style-type: none"> a. cash b. in-kind; specify: nature _____ value _____ 		
<p>14. Brief Description of Services performed or to be Performed and date(s) of Service, including officer(s), employee(s), or Member(s) contacted, for Payment Indicated on Item 11:</p>		
<p>15. Continuation Sheet(s) SF-LLL-A attached: Yes No</p>		
<p>16. Information requested through this form is authorized by Title 31 U.S.C Section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C 1352. This information will be reported to the Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</p>		<p>Signature: _____</p> <p>Print Name: _____</p> <p>Title: _____</p> <p>Telephone No. _____</p> <p>Date: _____</p>

**CERTIFICATION REGARDING
DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION
LOWER TIER COVERED TRANSACTIONS**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160 - 19211).

(READ ATTACHED INSTRUCTIONS FOR CERTIFICATION BEFORE COMPLETING)

1. The prospective recipient of Federal assistance funds certifies that neither nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in the transaction by any Federal department or agency.
2. Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

AGREEMENT NUMBER _____

CONTRACTOR/BORROWER/AGENCY

NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

SIGNATURE

DATE

DRUG-FREE WORKPLACE CERTIFICATION

STD. 21 (NEW 11-90)

COMPANY/ORGANIZATION NAME

The contractor or grant recipient named above hereby certifies compliance with Government Section 8355 in matters relating to providing a drug-free workplace. The above named contractor

1. Publish a statement notifying employees that unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations, as required by Government Code Section 8355(a).
2. Establish a Drug-Free Awareness Program as required by Government Code Section 8355 to inform employees about all of the following:
 - (a) The dangers of drug abuse in the workplace,
 - (b) The person's or organization's policy of maintaining a drug-free workplace,
 - (c) Any available counseling, rehabilitation and employee assistance programs, and
 - (d) Penalties that may be imposed upon employees for drug abuse violations.
3. Provide as required by Government Code Section 8355(c) that every employee who works under the proposed contract or grant:
 - (a) Will receive a copy of the company's drug-free policy statement, and
 - (b) Will agree to abide by the terms of the company's statement as a condition of employment under the contract or grant.

CERTIFICATION

I, the official named below, hereby swear that I am duly authorized legally to bind the contractor or grant recipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.

OFFICIAL'S NAME

DATE

EXECUTED IN THE COUNTY OF

CONTRACTOR OR GRANT RECIPIENT SIGNATURE

TITLE

with the City prior to the submission of any bid by a vendor. Those vendors indicating they have a stated child care policy for employees should file a copy of said policy along with the "Declaration Form".

III. Definition of a Stated Child Care Policy

A "Stated Child Care Policy" is a written statement of intent and/or attitude by an employer regarding the provision of child care assistance to employees.

IV. Definitions of Child Care Assistance

The following definitions apply to the various forms of child care assistance listed on the "Child Care Declaration Statement".

- A. EMPLOYER SUBSIDIZED CHILD CARE CENTER(S) - Group care for children (may range from 12 to 300 children), in a licensed setting such as a preschool or other center, which may serve infants, toddlers, preschoolers or school-age children; the center receives funds, goods and/or services from an employer which thus subsidizes part or all of the child care center operating costs, and employees of the subsidizing employer may enroll dependents in this center.
- B. EMPLOYER SUBSIDIZED CHILD CARE HOME(S) - Care for up to twelve children in the home of a licensed caregiver; may include one home or a network of two or more family day care homes, which receive funds, goods and/or services from an employer who then subsidizes part or all of the home operating costs; employees of the subsidizing employer may enroll dependents in this care home.
- C. CHILD CARE REIMBURSEMENT IN ADDITION TO OTHER BENEFITS - Employer helps employees pay for child care expenses by reimbursing the employee or his/her child care provider for all or part of the cost of child care; allow employee to select the child care provider, or employee may designate providers or conditions (e.g. health dental, retirement, etc.) and child care is included as a benefit choice.
- D. CHILD CARE REIMBURSEMENT IN A FLEXIBLE BENEFIT PACKAGE System which allows employees to make individual choice among a range of benefits provided by the employer (e.g. health, dental, retirement, etc.) and child care is included as a benefit choice.

- M. FLEXIBLE WORK HOURS - Employees are allowed to make choices about work schedules, with such possible options as 5-day/40-hour vs. 4-day/40-hour work weeks or flexible hours schedules within a day; may include establishment of "core" working hours during which an employee must be present at the work site.
- N. FLEXIPLACE/WORK-AT-HOME - Company offers employees the option to work in their own homes; may be available part- or full-time.
- O. PERMANENT PART-TIME/JOB SHARING - Company offers job opportunities in which employees may work less than full-time while retaining permanent employment status, and/or two employees may share a single full-time position with salary and benefits prorated between the two employees.
- P. WORK-AT-HOME FOLLOWING MATERNITY LEAVE - Employees are offered the option to perform their jobs at home for a period following leave for childbirth or adoption.
- Q. UNPAID PARENTAL LEAVE - Employees are allowed unpaid time off due to childbirth or adoption, with a guaranteed return to the same or a comparable job and seniority status.
- R. DONATION TO ENHANCE AN EXISTING CHILD CARE PROGRAM - Company has contributed funds, goods, and/or services to a child care program, for the purpose of improving the quality, affordability, or accessibility of said program.

**CITY OF LOS ANGELES COMMUNITY DEVELOPMENT DEPARTMENT
 BIDDER MINORITY/WOMEN BUSINESS ENTERPRISE (MBE/WBE)
 AND OTHER BUSINESS SUBCONTRACTORS INFORMATION FORM - SCHEDULE A**

Project Title : Project No. : Name of Person Completing this Form

Bidder : Business Address : City : State : Zip

Contractors License No: License Categories : Expiration Date : Years in : Teleph

Type of Ownership [] Sole Ownership [] Partnership [] Corporation [] Jc
 Is Bidder an MBE/WBE as defined in the MBE/WBE and Other Business Outreach Prog

MINORITY Yes [] No [] WOMEN Yes [] No []

DOLLAR PARTICIPATION OF ALL SUBCONTRACTORS AND SUPPLIERS

PROPOSER/BIDDER - PRIME CONTRACTOR	DESCRIPTION OF WORK TO BE PROVIDED DIRECTLY: BY PROPOSER/BIDDER	SPECIFY	DOLLAR VAL OF WORK TO PERFORMED PROPOSER/B
		MBE : WBE:	

PROPOSER/BIDDER'S FIRM NAME

SUBCONTRACTORS OR SUPPLIERS NAME, ADDRESS, TELEPHONE #	DESCRIPTION OF WORK OR SUPPLIES TO BE PROVIDED:	MBE : WBE:	DOLLAR VAL SUBCONTRAC SUPPLIES
---	--	------------	--------------------------------------

PERCENTAGE OF MBE/WBE PARTICIPATION

Total combined dollar value of MBE/WBE subcontractors/suppliers portion of wo
 (Do not include prime bidder's/proposer's portion unless it is a Joint Vent
 which case the value of work to be performed by one of the Joint Venturers w
 MBE or a WBE may be included).

TOTAL MBE'S AMOUNT: \$ _____ = _____ %

BASE BID AMOUNT : _____

Signature of Person Completing

TOTAL WBE'S AMOUNT: \$ _____ = _____ %

Title

BASE BID AMOUNT : _____

- (4) The bidder or proposer advertised for bids or proposals from interested business enterprises not less than ten calendar days prior to the submission of bids or proposals, in one or more daily or weekly newspapers, trade association publications, minority or trade oriented publications, trade journals, or other media specified by the Department.

Initial

- (5) The bidder or proposer provided written notice of its interest in bidding on the contract to those business enterprises, including MBEs and WBEs, having an interest in participation in such contracts. All notices of interest shall be provided not less than ten calendar days prior to the date the bids or proposals were required to be submitted. In all instances, the bidder or proposer must document that invitations for sub-contracting bids were sent to available MBEs, WBEs and other business enterprises for each item of work to be performed.

The Mayor's office of Small Business Assistance shall be available to help identify interested MBEs, WBEs and other business enterprises. The telephone number of the MOSBA is (213) 485-6142.

Initial

- (6) The bidder or proposer documented efforts to follow up initial solicitations of interest by contacting the business enterprises to determine with certainty whether the enterprises were interested in performing specific portions of the project.

Initial

- (7) The bidder or proposer provided interested enterprises with information about the plans, specifications and requirements for the selected sub-contracting work.

Initial

MUST BE SUBMITTED WITH BID OR PROPOSAL

PROPOSAL OUTLINE

Title III Community Projects for Restoration

The Proposal Outline identifies all of the narratives and exhibits which must be returned with your proposal. On the line provided check to indicate the information you are returning. Indicate the page number where the information can be found in your proposal. Return the proposal outline with your proposal so that it may serve as a table of contents.

<u>Narrative/Form</u>	<u>Page No.</u>
<input type="checkbox"/> Cover Letter.....	_____
<input type="checkbox"/> Proposal Outline.....	_____
<input type="checkbox"/> Executive Summary.....	_____
<input type="checkbox"/> Narrative 1 - Demonstrated Effectiveness.....	_____
<input type="checkbox"/> Narrative 2 - Pre-Training Plan.....	_____
<input type="checkbox"/> Narrative 3 - Program Design.....	_____
<input type="checkbox"/> Narrative 4 - Training Occupations.....	_____
<input type="checkbox"/> Narrative 5 - Job Development.....	_____
<input type="checkbox"/> Narrative 6 - Support Services.....	_____
<input type="checkbox"/> Narrative 7 - Coordination.....	_____
<input type="checkbox"/> Narrative 8 - Administration.....	_____
<input type="checkbox"/> Core Training Plan.....	_____
<input type="checkbox"/> Skills Acquisition Plans.....	_____
<input type="checkbox"/> Proposed Performance Standards.....	_____
<input type="checkbox"/> Participant Characteristics Plan.....	_____
<input type="checkbox"/> Organization Charts.....	_____
<input type="checkbox"/> Line Item Budget Summary.....	_____
<input type="checkbox"/> Supporting Schedule (Pages 1 - 6).....	_____
Affidavits and Declarations	
<input type="checkbox"/> Affidavit I.....	_____
<input type="checkbox"/> Affidavit II.....	_____
<input type="checkbox"/> Certification Regarding Lobbying.....	_____
<input type="checkbox"/> Disclosure of Lobbying Activities.....	_____
<input type="checkbox"/> Certification Regarding Debarment.....	_____
<input type="checkbox"/> Drug Free Workplace Certification.....	_____
<input type="checkbox"/> Child Care Declaration Statement.....	_____
<input type="checkbox"/> MBE/WBE Schedule A.....	_____
<input type="checkbox"/> MBE/WBE Schedule B.....	_____

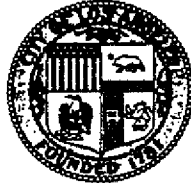
TOTAL AMOUNT AVAILABLE \$500,000

COMMUNITY PROJECTS FOR RESTORATION (CPR) Pico Union/Koreatown Bidders

	NAME OF AGENCY	FUNDS REQUESTED	# PARTIC	COURSE TITLE/OCCUP	TYPE OF TRAINING
1	BNS TECHNICAL INSTITUTE, INC.	\$500,000.00	150	ESL, Gen Office Clerk, Office Automation Property Management, etc.	CT
2	COMMUNITY & HUMAN RESOURCES, INC.	\$399,986.00	80	Basic Skills Trng, ESL, Office Admin, Acctng Clrk Material Handle, Security Officer, Shipng & Rcvng	CT, PSE, OJT
3	HEALTHLINE OF AMERICA	\$501,099.40	47	CNA/HHA	
4	INSTITUTE OF COMPUTER TECHNOLOGY	\$500,000.00	62	Computer Data Entry Medical Assisting	OJT, CT, PSE
5	KOREAN YOUTH AND COMMUNITY CENTER EL CENTRO DEL PUEBLO	\$500,000.00	56	Service Industry, Retail, Health Services Bus. Services (Security/Maintenance), Child Care	CT, PSE, OJT
6	PACIFIC ASIAN CONSORTIUM IN EMPLOYMENT	\$500,000.00	66	ESL, Office technology Electro Mechanic Assembly	CT, PSE, OJT
7	THE TRAINING INSTITUTE, INC.	\$500,000.00	60	Public Safety Officer, Service Industry, Hospitality & Transportation	CT, PSE, OJT, ESL

PARKER C. ANDERSON
GENERAL MANAGER

CITY OF LOS ANGELES
CALIFORNIA



TOM BRADLEY
MAYOR

APR 29 1993

COMMUNITY DEVELOPMENT
DEPARTMENT

215 W. 6TH STREET
LOS ANGELES, CA 90014
(213) 483-1617
FAX (213) 237-0551

*Reduce
\$1.04*

C.F. No. : *92-0832 \$50*
Council Districts: 1, 8, 9, 10
Contact Persons:
Sue Cleere Flores Ext 5019
Gloria Moore Ext 71747

The Honorable Tom Bradley
Mayor, City of Los Angeles
Room 305, City Hall

Attention: Wendy Greuel, Assistant to the Mayor

**COMMITTEE TRANSMITTAL-REQUEST FOR AUTHORITY TO ACCEPT
TITLE III SECRETARY'S DISCRETIONARY FUNDS; TO OPERATE AND TO
RELEASE A REQUEST FOR PROPOSALS FOR COMMUNITY PROJECTS FOR
RESTORATION (CPR) FOR JULY 1, 1993 THROUGH JUNE 30, 1994**

Transmitted herewith for your review, approval and further processing are four copies of a request to accept \$1 million in Title III Secretary's Discretionary Funds; to operate through the Youth Opportunities Unlimited (YOU) project, in collaboration with Community Youth Gang Services, the Los Angeles Unified School District (LAUSD), and other entities, a program to provide employment and training services to individuals residing in the South Central Los Angeles target area; and to release a Request For Proposal (RFP) for purposes of soliciting service providers to train and place individuals residing in the Pico-Union/Koreatown target area. For both projects the end goal is to place participants in unsubsidized employment after terminating from the program.

PRIVATE INDUSTRY COUNCIL (PIC) ACTION

The Oversight and Policy Committee of the Private Industry Council (PIC) has accepted the Career Placement and Training Task Force's recommendations to operate through the YOU using the \$500,000 grant set aside for the South Central L.A. area and to solicit proposals for the \$500,000 grant set aside for the Pico-Union/Koreatown area. Specifically, they have approved operating the South Central program through the YOU and the release of the Request For Proposal at their meeting on January 13, 1993.

NARRATIVE

1. Background

After the Los Angeles civil disturbances last April 29, 1992, President Bush announced immediate funding of Community Projects for Restoration (CPR) for Los Angeles. Essentially the program is a collaborative effort of federal, state and local forces to coordinate strategies to decrease criminal activities in target neighborhoods and invest in educational/social programs and job-creating initiatives to create an economically and socially strong environment where crime cannot thrive.

In July the Mayor's Office and City Council selected two test sites based on criteria such as crime statistics; poverty levels; damage resulting from the civil disturbances; existing human services; schools; housing projects; etc. The sites chosen were: (1) a 9-square-mile section of South Central Los Angeles, bordered by Vernon (North), Manchester (South), Western (West), and Central (East), extensions on the eastern border to include El Pueblo Housing Project and the SE corner to include Avalon Gardens housing project; and (2) 4.5 square miles composed of the Pico-Union and Koreatown neighborhoods, bordered by 6th Street (North), Washington (South), Western (West), and the Harbor Freeway (East). Shortly thereafter the U.S. Department of Justice approved these areas as CPR sites.

Out of a \$19 million grant allocated by different federal agencies, approximately \$1 million in Title III Secretary's Discretionary Funds was allocated by the Department of Labor through the Employment Development Department (EDD) for job training and placement. The \$1 million allocation for CPR (referred to as Weed and Seed--see C.F. No. 92-0832-S42 and 92-2059) was identified in the Civil Unrest subgrants sent by EDD to L.A. City/SDA on July 16, 1992.

Also in July, CPR steering committees, composed of representatives from the U.S. Attorney's, City Attorney's, Mayor's offices, Health and Human Services, Police Department, and the community, appointed chairpersons to head and form different working groups to address specific areas of concern in the CPR neighborhoods.

The Career Placement and Training Task Force is one of nine working groups formed. The task force is composed of employment and training service providers physically located in or providing services to the target areas (i.e. community-based organizations, governmental agencies, school districts, etc.), Federal, State, City, and community representatives.

2. Proposed Program Design

The Career Placement and Training Task Force of the Community Projects for Restoration has developed a program design to maximize benefits for participants and increase the chances for successful unsubsidized employment.

effort with Community Youth Gang Services, LAUSD, and other entities. The justification for this is that there very few indigenous community-based organizations serving the needs of this community, except for very targeted agencies, such as senior citizen and day care centers. YOU is the only comprehensive program located in South Central L.A. with an array of educational, socio-cultural, employment and training. (YOU started as a \$2.7-million demonstration project funded by the Department of Labor in 1989 and will earn a non-profit status when federal funding expires in 1993.) If this option is approved by Council and Mayor, controller instructions for adjustments in City budget will be forwarded under separate cover.

For the Pico-Union/Koreatown area, the task force recommends a full procurement process since there are a number of employment and training service providers who are located and/or who serve this community who may be interested in bidding. The Department is now seeking Council approval to release the RFP to solicit proposals from qualified organizations to implement the aforementioned program design. Collaborative efforts between proposers and other local service providers and governmental agencies will be encouraged. Moreover, priority will be given to proposers located in the target areas and with a history of having provided services to the target areas.

4. Available Funds

Funding of this program is contingent upon acceptance of the approximately \$1 million Community Projects for Restoration grant for job placement and training.

RECOMMENDATIONS

The General Manager of the Community Development Department (CDD) and the PIC Chair respectfully requests that:

1. Your office process this transmittal through the Community and Economic Development Committee;
2. The Committee:
 - a. Approve the acceptance of the \$1 million in Title III Secretary's Discretionary Funds;
 - b. Approve the authority to operate the program through the Youth Opportunities Unlimited (YOU), in collaboration with Community Youth Gang Services, LAUSD, and other entities using the \$500,000 grant allocated for employment and training services in the South Central L.A. area; and

- c. Approve the Request for Proposal document for the \$500,000 grant allocated for employment and training services in the Pico-Union/Koreatown area for the period of July 1, 1993 - June 30, 1994, provided as Attachment 1.

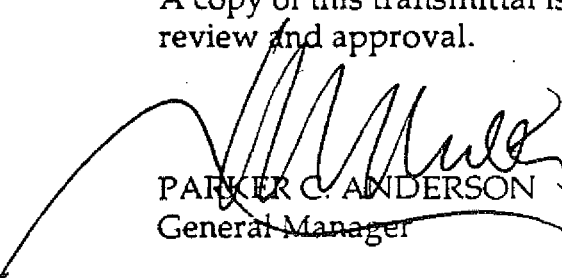
3. The City Council:

- a. Approve the actions of the CEDC Committee; and
- b. Authorize the General Manager of CDD to execute subgrant agreements with the state of California for the acceptance of the \$1 million in Title III Secretary's Discretionary Funds;
- c. Authorize the General Manager of CDD to operate the program in South Central through the YOU project; and
- d. Authorize the General Manager of CDD to release the RFP document provided as Attachment 1;
- e. Authorize the Controller to:
 - 1. Establish a receivable from the State in the amount of \$1,000,000 and increase appropriations within the JTPA Trust Fund #443 as follows:

<u>Account</u>	<u>Title</u>	<u>Amount</u>
G205	Title III Discretionary Funds	\$1,000,000
 - 2. Expend funds upon proper demand of the General Manager of CDD.

4. The Mayor concur with the actions of the City Council.

A copy of this transmittal is being forwarded to the City Attorney for concurrent review and approval.



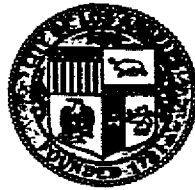
PARKER C. ANDERSON
General Manager

PCA:SCF:MC:CA

Attachment
cc: City Attorney
mac/e&t/cprtrans

PARKER C. ANDERSON
GENERAL MANAGER

CITY OF LOS ANGELES
CALIFORNIA



TOM BRADLEY
MAYOR

JUN 8 1993

8A
COMMUNITY DEVELOPMENT
DEPARTMENT
215 W. 6TH STREET
LOS ANGELES, CA 90014
(213) 485-1817
FAX (213) 237-0851

C.F. No.:
Council District: All
Contact Persons &
Exts:
Sue Cleere Flores: X5-5019
Gloria Moore: X7-1747

Honorable Tom Bradley
Mayor, City of Los Angeles
Room 305, City Hall

Attention: Wendy Greuel, Mayor's Special Assistant

COMMITTEE TRANSMITTAL: REQUEST AUTHORITY TO NEGOTIATE AND EXECUTE A CONTRACT WITH THE LOS ANGELES UNIFIED SCHOOL DISTRICT TO OPERATE THE JOB TRAINING AND PARTNERSHIP ACT TITLE III COMMUNITY PROJECTS FOR RESTORATION (CPR) PROGRAM FOR SOUTH CENTRAL LOS ANGELES FOR THE PERIOD JULY 1, 1993 THROUGH JUNE 30, 1994

NARRATIVE

Transmitted herewith for your review, approval and further processing are four copies of a request to negotiate and execute a contract with the Los Angeles Unified School District to operate the Community Projects for Restoration (CPR) Program for South Central Los Angeles in collaboration with the Youth Opportunities Unlimited (YOU) project. The program is designed to provide employment and training services to individuals residing in the South Central Los Angeles target area. The goal of the project is to place participants in unsubsidized employment after terminating from the program.

PRIVATE INDUSTRY COUNCIL ACTION

At the January 13, 1993 Policy and Oversight Committee meeting of the Private Industry Council (PIC), the PIC accepted the recommendation of the Career Placement and Training Task Force to operate the CPR through the YOU Project using \$500,000 in grant funds set aside for the South Central Los Angeles area. The Executive Committee concurred with this action at its February, 1993 meeting. The recommendations contained herein will be presented to the Oversight Committee at its June 10, 1993 meeting and to Executive Committee on June 15, 1993.

BACKGROUND

After the Los Angeles Civil disturbances last April 29, 1992, former President Bush announced immediate funding of the Community Projects for Restoration Program (CPR) for Los Angeles (formerly Weed and Seed). Essentially the program is a collaborative effort of federal, state and local forces to coordinate strategies to decrease criminal activities in target neighborhoods and invest in educational/social programs and job generating initiatives to create an economically and socially strong environment where crime cannot thrive.

The City of Los Angeles formed a Steering Committee to oversee project implementation. The Steering Committee was composed of representatives from various governmental entities and community organizations. The Career Placement and Training Task Force was one of nine working groups formed by the CPR Steering Committee. The Task Force developed the basic program design for the CPR project. (see CF No. 92-00832S50).

PROJECT IMPLEMENTATION

In July, 1992, the Mayor's Office and City Council selected two test sites based on selected criteria (see C.F. No. 92-0832S50). The sites chosen were a 9-square mile section of South Central Los Angeles and 4.5 square miles composed of the Pico-Union and Korea town neighborhoods. These areas were subsequently approved by the Department of Justice as CPR sites. Out of a \$19 million grant, \$1 million was allocated to the CPR project-\$500,000 was set aside for each target areas.

At the February 16, 1993 City Council meeting, the General Manager, CDD, received authorization to execute Sub-Grant Agreements with the State of California for acceptance of the \$1 million to operate the CPR program in the South Central Los Angeles and the Pico-Union/Korea town target area.

Council also authorized the Department to operate the South Central program through the Youth Opportunities Unlimited Project in collaboration with Community Youth Gang Services, the Los Angeles Unified School District (LAUSD) and other entities and to release a Request for Proposal (RFP) for purposes of soliciting service providers to train and place individuals residing in the Pico-Union/Korea town target area.

DESIGNATED PROGRAM OPERATOR: YOU PROJECT

The recommendation that YOU operate the CPR project for the South Central area was predicated on the assumption that YOU would have obtained its non-profit status prior to July 1, 1993 and would have established the necessary financial systems to ensure fiscal accountability. Although YOU has applied for its 501c3 status, fiscal systems are not yet in place and it is unlikely that the newly created non-profit YOU Board of Directors would have the capacity to oversee this project until August or September 1993. Federal funding for the CPR project terminates June 30, 1994.

Honorable Tom Bradle

The PIC/CDD currently has administrative responsibility for implementation of the YOU project. Additional staff would be required in order for CDD to implement and administer the CPR. Staff for the CPR project would have to be City employees and implementation of the proposed training design would be challenging since CDD's accounting system is not set up to reimburse participants for the public sector employment and supportive service components.

Although the City's Personnel Department agreed to pay the participant wages and supportive services in conjunction with the currently operating PSE program, it would not be able to assume payroll responsibilities for the on-the-job training component.

In order to expedite program start-up and to ensure program completion by the June 30, 1994 deadline, CDD is requesting authority to enter into a contract with the Los Angeles Unified School District based on the following rationale:

- LAUSD has quick gear up capability with fiscal systems in place and can implement the project immediately.
- LAUSD has been an integral part of the planning of this project from its inception.
- The interim Executive Director of YOU, for the past twelve months -- through June 30, 1993-- is "on loan" to YOU from LAUSD. The Director also served on the CPR Planning Committee and is coordinating the Alternative High School and other educational components for the YOU project.
- LAUSD will also play a key role in providing educational and training opportunities, e.g., basic skills remediation; and training at the Skill Centers and Regional Occupational Centers.

Additionally, the LAUSD Coordinator for the CPR project would report to the YOU Executive Director and the project would be housed at the YOU site and YOU staff would have overall responsibility for project implementation.

PROPOSED PROGRAM DESIGN

The Task Force recommend incorporating classroom training, public service employment and on-the-job training into the program design. The design provides participants with up to 240 hours of occupational specific, basic skills, or ESL/VESL training in a classroom environment and up to 400 hours of fully subsidized employment within the public sector at a wage rate of up to \$6.75 per hour. Wages would be paid on a graduated scale starting at \$4.25-\$6.75 per hour. Upon completion of this concurrent program, participants may transition to occupation specific training in the private sector for up to 240 hours.

Honorable Tom Bradle

Employers will be reimbursed up to 50% of the wage for the extraordinary costs incurred in training the participant. The employer must commit to retain the participant, upon completion of OJT on an unsubsidized basis. The wage goal for this activity is \$6.00 to \$7.00 per hour plus benefits. Some participants may be placed directly into unsubsidized employment following classroom training.

Trade Technical College will provide assessment services which will consist of an individual assessment of each participant to determine their interests and career aptitudes; occupational, reading, math and ESL level; employment and training needs and self-esteem.

Utilizing a case management approach to assist participants in obtaining needed training, employment, support or other services as required, each participant will be provided with a verbal and written summary of the results of their personal development activities. Based on the results of the assessment, participants will be referred to the appropriate training component.

The proposed program is designed to provide up to nine months of job training; however, federal guidelines prohibit Public Service Employment from exceeding six months or \$6,000. In order to assist individuals to successfully complete the nine-month training program, needs related payments will also be paid to provide compensation for the duration of the training program, i.e., if a participant is in the program for a nine month period, needs related payments will be made during the first three months and wages will be paid the last six months while the participant is enrolled in public service employment over the last six months.

The proposed design provides the ability to respond flexibly to meet the needs of the participant.

BUDGET

Operating funds for the LAUSD to operate the CPR for South Central Los Angeles would consist of \$500,000, which has been set aside in the JTPA Trust Fund #443, Account G205. (C.F. No. 92-0832-S40).

RECOMMENDATIONS

The General Manager of the Community Development Department (CDD), and the Private Industry Council (PIC) Chair, respectfully request that:

- 1) Your office process this transmittal through the appropriate Council Committee and the City Council for review and approval;
- 2) The Committee authorize the General Manager, CDD to negotiate and execute a contract with the Los Angeles Unified School District to operate the Community Projects for Restoration for South Central Los Angeles in an amount not to exceed \$500,000 for the period July 1, 1993 through June 30, 1994 using the proforma contract attached to file, subject to City Attorney review and approval as to form and legality.

Honorable Tom Bradley

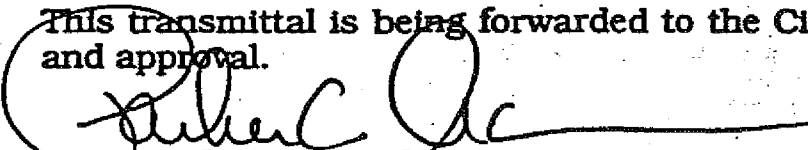
3) The Council

a. Approve the actions of the Council Committee and

b. Authorize the Controller to expend funds within JTPA Trust Fund #443 Account No. G205 Title III, Discretionary Fund for Los Angeles Unified School District CPR for South Central Los Angeles for \$500,000 upon proper demand of the General Manager Community Development Department.

4) The Mayor concur with the actions of the City Council.

This transmittal is being forwarded to the City Attorney for concurrent review and approval.



PARKER C. ANDERSON
General Manager

PCA: SCF: GM:cdr

cc: Thomas V. McKernan, Jr.
Chair, Private Industry Council

Deborah Beavers, PIC Administrator
Barker Khorasanee

Attachment

GMtransmittal
CPR Transmittal

**CIVIL UNREST PROJECT
PLAN DOCUMENTS
SUBMITTED TO
STATE OF CALIFORNIA**

CITY OF LOS ANGELES
LOS ANGELES RECOVERY PROJECT PLAN
(Rev. 5/6/93)

The City of Los Angeles will contract with several training providers to provide training/retraining services and basic readjustment services for participants who are enrolled in the agency's training program. In addition the City will contract with the Los Angeles Community College District specifically to provide assessment, case management, and basic readjustment services to other individuals who were affected by the Civil Unrest but are not enrolled in a City funded training program.

I. Identification and Recruitment of Participants

Participants served under this project will include

- (A) Individuals transitioning from the Title III Temporary Job Creation program
- (B) Individuals transitioning from the Conservation Corp. Temporary Job Creation Program
- (C) Individuals recruited by the training providers funded under this project

Since the target group for this group will be unemployment insurance claimant, unemployment exhaustees, long term unemployed, and individuals receiving public assistance recruitment will be coordinated with the local EDD and County welfare offices in the impacted areas. In order to recruit the long term unemployed flyers, radio, TV, newspapers, and community based organizations will be utilized.

IIA Basic Readjustment Services

1. Intake and Eligible Determination Procedure

Since individuals who are transitioning from the Title III Temporary Job Creation program and the Conservation Corp Temporary Job Creation program have already been determined eligible no further determination of eligibility will be needed or done.

Intake and eligibility determination of all other applicants will be done by either the Los Angeles Community College or the various training providers funded by the City.

Applicants will be required to show that they have exhausted their unemployment insurance, are long term unemployed, or are receiving public assistance.

2. Assessment

Participants served under this project will be assessed by either the Los Angeles Community College District only, the Los Angeles Community College District and the training provider jointly, or the training provider only.

All participants will be assessed to determine if they are reading below the 7th grade level.

The Los Angeles Community College District will provide participants with either a 3 day assessment or a 2 week assessment and life skills class. The assessment component will also include a personality (Briggs-Meyers), vocational interest (COPS) and aptitude test (CAPS).

The life skills portion of the class will cover topics such as effective communication, problem solving, life planning, time management, values, and coping with changes.

The training providers may also do additional assessment to determine if their training program is appropriate for a particular participant.

3. Job Search Assistance

Many of the participants who will be served under this project such as individuals transitioning from the Title III Temporary Job Creation program and the Conservation Corp Temporary Job Creation program have already received Job Search Assistance (JSA) training from EDD. Also we anticipate that many of the participants will already know how to find a job.

Participants who need JSA training, however, will be provided this training by the LACCD, training provider or EDD. The JSA provided by the training provider will be customized for specific occupations or industries.

4. Counseling

Personal and job counseling for participants in this program will be provided by LACCD, as the principal case management entity for this project and the training providers.

5. Job Development and Placement Services

The training providers have the primary responsibility for developing jobs for their participants.

Participants will also be enrolled in EDD's regular job match program.

6. Case Management System

The LACCD will be contracted specifically to provide case management services under this project. After assessment by the LACCD, participants will be referred for job training or to the job placement assistance.

Training providers will also provide case management services to participants enrolled in their training program.

7. Other Basic Readjustment Services

Other basic readjustment services will be provided as needed.

B. Retraining Services

1. Temporary Job Creation

The City is planning to serve 164 participant under its Neighbor to Neighbor Adult TJC Program. The primary purposes of this program are: (1) to promote racial harmony, (2) to disseminate information on employment and recreational activities and (3) provide temporary employment for persons who were dislocated due to the civil unrest, long term unemployed, and the economically disadvantaged.

2. Other Retraining

a. Basic Skills and Remedial Training

Participants who are enrolled in either of the city's grocery/retail training programs will receive basic skills and remedial training combined with classroom occupational training.

Other participants who need basic skills and remedial training will be referred to either other City funded basic skills programs or non City funded programs.

b. Job Specific Training

(1.) On-the-job training

Participants who are enrolled in the City's Vons grocery training program will receive short term OJT's combined with classroom occupational training and basic skills training.

(2) Classroom Occupational Skills Training

Health Care Services

St. Francis Medical Center will provide training in health care services for Certified Nurse Assistant (CNA) and Licensed Vocational Nurse (LVN) for 40 participants. After 6 weeks of training, participants will be hired as CNA's on a per diem basis by St. Francis while completing their LVN course work. Upon graduation from LVN training nine months later and taking the State board exams, they will be able to be employed by St. Francis Medical Center and other medical facilities.

Grocery or Retail Training and Employment

The City of Los Angeles is planning to develop two grocery/retail training programs. In the first Program the City will be contracting with the Center for Employment Training (CET) to provide 770 hours of classroom training which will include occupational and basic skills for 50 participants and will be working with 99cent stores and the Mexican American Grocers Association (MAGA) to place participants.

In the second program the City of Los Angeles will contract with either Los Angeles Trade Technical College or the Southern California Regional occupational Center (SCROC) to provide approximately 210 hours of classroom training which will include occupational and basic skills. After completion of classroom training, participants will receive short term On-the-Job Training (OJT) and be placed at Vons Market.

(3) Other Occupational Training
Not applicable

c. Support Services

Support Services including childcare, commuting or transportation assistance, financial and personal counseling, needs related payments etc. will be provided by the LACCD and individual training providers.

The City estimates that approximately one third of the supportive service monies will be needed for childcare, one third for transportation assistance, and one third for needs related payment and that it will need the entire amount set aside for this project, i.e. \$365,952.

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rev. 5/6/93

STATE OF CALIFORNIA
 NARRATIVE FOR THE LOS ANGELES RECOVERY PROJECT PLAN
 PLANNED TARGET GROUP GOAL

SUBGRANTEE: CITY OF LOS ANGELES	EXHIBIT B, PAGE 1 OF 1
SUBGRANT REGISTRATION NUMBER: G300082	REVISED 4/21/93
FUND SOURCE/COMPONENT NAME (MARK ONE "X")	
TITLE III NATIONAL RESERVE TEMPORARY JOB CREATION WEED AND SEED MULTICOMPONENT	X
EMPLOYMENT TRAINING FUND TEMPORARY JOB CREATION MULTICOMPONENT	

TARGET GROUP	SERVICE GOAL (PERCENT OF TOTAL TO BE SERVED)
MALE	46.6% (233)
FEMALE	53.4% (267)
ADULT	75.0% (375)
YOUTH	25.0% (125)
UNEMPLOYMENT INSURANCE CLAIMANT	35.0% (175)
UNEMPLOYMENT INSURANCE EXHAUSTEE	17.6% (88)
LONG TERM UNEMPLOYED	30.0% (150)
RECEIVING CASH PUBLIC ASSISTANCE	17.4% (87)
INDIVIDUALS TRANSITIONING FROM TITLE III TEMPORARY JOB CREATION	50% (250)
INDIVIDUALS TRANSITIONING FROM CONSERVATION CORPS TEMPORARY JOB CREATION	2.0% (10)

STATE OF CALIFORNIA/JOB TRAINING PARTNERSHIP ACT TITLE III/PARTICIPANT PROJECT PLAN

SUBGRANTEE: CITY OF LOS ANGELES				EXHIBIT C, PAGE 1 OF 2		
SUBGRANT REGISTRATION NUMBER: G300082				AMENDMENT NUMBER: REVISED 4/21/93		
TERM: 7/1/92 THROUGH 6/30/94				40 PERCENT:		
PROJECT TITLE: LOS ANGELES RECOVERY PROJEC (TITLE III)				OTHER:		
QUARTER END/YEAR (SPECIFY):	9 / 92	12 / 92	3 / 93	6 / 93	9 / 93	12 / 93
I. PARTICIPANT ENROLLMENT AND TERMINATION SUMMARY						
A. TOTAL PARTICIPANTS (A1+A2)	0	30	250	340	440	465
A1. NEW	0	30	250	340	440	465
A2. TRANS. FROM OTHER JTPA FUND SOURCE	0	0	0	0	0	0
B. TOTAL TERMINATIONS (B1 + B2)	0	0	45	60	254	267
B1. TOTAL ENTERED EMPLOYMENT (B1a : B1g)	0	0	25	33	186	193
B1a. ENT. EMP. FROM ASSESSMENT ONLY	0	0	9	11	131	16
B1b. ENT. EMP. FROM JOB SEARCH ASSISTANCE ONLY	0	0	8	11	13	15
B1c. ENT. EMP. FROM ALL OTHER BASIC READJ. ONLY	0	0	8	11	13	15
B1d. ENT. EMP. FROM ON-THE-JOB TRAINING	0	0	0	0	4	4
B1e. ENT. EMP. FROM SKILLS/OCC. CLASSROOM TRAINING	0	0	0	0	12	12
B1f. ENT. EMP. FROM BASIC/REMEDIATION TRAINING	0	0	0	0	0	0
B1g. ENT. EMP. FROM OTHER TRAINING	0	0	0	0	131	131
B2. OTHER TERMINATIONS	0	0	20	27	68	74
C. CURRENT PARTICIPANTS (A - B)	0	30	205	280	186	198
II. PLANNED ENROLLMENTS BY ACTIVITY						
A. TOTAL BASIC READJUSTMENT SERVICES	0	30	250	340	440	465
A1. ASSESSMENT	0	30	160	260	360	460
A2. JOB SEARCH ASSISTANCE	0	24	128	208	288	368
A3. ALL OTHER BASIC READJUSTMENT SERVICES	0	30	250	340	440	465
B. TOTAL ENTERED RETRAINING	0	0	140	224	264	264
B1. ON-THE-JOB TRAINING	0	0	0	0	5	25
B2. CLASSROOM TRAINING SKILLS/OCCUPATIONAL	0	0	60	60	100	100
B3. CLASSROOM BASIC/REMEDIATION	0	0	20	20	60	60
B4. OTHER TRAINING	0	0	80	164	164	164
III. CERTIFICATES OF CONTINUING ELIGIBILITY (CEE)						
A. WILL CEES BE ISSUED?	YES	X		NO		
B. WILL CEES BE REDEEMED FOR RETRAINING?	YES	X		NO		

NOTE: (1) ALL DATA SHALL BE CUMULATIVE WITH THE EXCEPTION OF IC. (2) SECTION II IS NON-ADDITIVE; PARTICIPANTS MAY BE ENROLLED IN MULTIPLE ACTIVITIES.

STATE OF CALIFORNIA/JOB TRAINING PARTNERSHIP ACT TITLE III/PARTICIPANT PROJECT PLAN

SUBGRANTEE: CITY OF LOS ANGELES			EXHIBIT C, PAGE 2 OF 2			
SUBGRANT REGISTRATION NUMBER: G300082			AMENDMENT NUMBER: REVISED 4/21/93			
TERM: 7/1/92 THROUGH 6/30/94			40 PERCENT:			
PROJECT TITLE: LOS ANGELES RECOVERY PROJECT (TITLE III)			OTHER:			
QUARTER END/YEAR (SPECIFY):	3 / 94	6 / 94	/	/	/	/
I. PARTICIPANT ENROLLMENT AND TERMINATION SUMMARY						
TOTAL PARTICIPANTS (A1+A2)	500	500				
A1. NEW	500	500				
A2. TRANS. FROM OTHER JTPA FUND SOURCE	0	0				
B. TOTAL TERMINATIONS (B1 + B2)	364	500				
B1. TOTAL ENTERED EMPLOYMENT (B1a : B1g)	266	350				
B1a. ENT. EMP. FROM ASSESSMENT ONLY	19	37				
B1b. ENT. EMP. FROM JOB SEARCH ASSISTANCE ONLY	18	37				
B1c. ENT. EMP. FROM ALL OTHER BASIC READJ. ONLY	18	37				
B1d. ENT. EMP. FROM ON-THE-JOB TRAINING	20	56				
B1e. ENT. EMP. FROM SKILLS/OCC. CLASSROOM TRAINING	60	72				
B1f. ENT. EMP. FROM BASIC/REMEDIAL TRAINING	0	0				
B1g. ENT. EMP. FROM OTHER TRAINING (N2N)	131	131				
B2. OTHER TERMINATIONS	98	150				
C. CURRENT PARTICIPANTS (A -B)	136	0				
II. PLANNED ENROLLMENTS BY ACTIVITY						
A. TOTAL BASIC READJUSTMENT SERVICES	500	500				
A1. ASSESSMENT (TRADE TECH)	500	500				
A2. JOB SEARCH ASSISTANCE	400	400				
A3. ALL OTHER BASIC READJUSTMENT SERVICES	500	500				
B. TOTAL ENTERED RETRAINING	299	299				
B1. ON-THE-JOB TRAINING (VONS)	25	45				
B2. CLASSROOM TRAINING SKILLS/OCCUPATIONAL	135	135				
B3. CLASSROOM BASIC/REMEDIAL	95	95				
B4. OTHER TRAINING (N2N)	164	164				
III. CERTIFICATES OF CONTINUING ELIGIBILITY (CEE)						
A. WILL CEES BE ISSUED?	YES	x		NO		
B. WILL CEES BE REDEEMED FOR RETRAINING?	YES	x		NO		

NOTE: (1) ALL DATA SHALL BE CUMULATIVE WITH THE EXCEPTION OF IC. (2) SECTION II IS NON-ADDITIVE; PARTICIPANTS MAY BE ENROLLED IN MULTIPLE ACTIVITIES.

STATE OF CALIFORNIA/JOB TRAINING PARTNERSHIP ACT TITLE III/BUDGET SUMMARY

SUBGRANTEE: CITY OF LOS ANGELES	EXHIBIT D, PAGE 1 OF 2
SUBGRANT REGISTRATION NUMBER: G 300082	REVISED 4/21/93 AMENDMENT NUMBER:
SUBGRANT TERM: 7/1/92 THROUGH 6/30/94	40 PERCENT:
PROJECT TITLE: LOS ANGELES RECOVERY PROJECT (TITLE III)	OTHER:

QUARTER END/YEAR	9 / 92	12 / 92	3 / 93	6 / 93	9 / 93	12 / 93
TOTAL RAPID RESPONSE						
NEEDS RELATED PAYMENTS	0	0	8,261	21,645	40,629	53,352
SUPPORTIVE SERVICES	0	0	26,000	131,153	246,181	323,271
BASIC READJUSTMENT SERVICES	0	31,200	100,000	255,909	480,354	630,772
RETRAINING	0	0	100,000	533,143	1,000,737	1,314,108
ADMINISTRATION	7,500	15,000	50,000	124,436	233,572	306,713
TOTAL ADJUSTMENT SERVICES	0	0	0	0	0	0
GRAND TOTAL	7,500	46,200	284,261	1,066,286	2,001,473	2,628,216

NOTE: EXPENDITURES SHALL BE CUMULATIVE.

STATE OF CALIFORNIA/JOB TRAINING PARTNERSHIP ACT TITLE III/BUDGET SUMMARY

SUBGRANTEE: CITY OF LOS ANGELES	EXHIBIT D, PAGE 2 OF 2
SUBGRANT REGISTRATION NUMBER: G300082	Revised AMENDMENT NUMBER: 4/21/93
SUBGRANT TERM: 7/1/92 THROUGH 6/30/94	40 PERCENT:
PROJECT TITLE: LOS ANGELES RECOVERY PROJECT (TITLE III)	OTHER:

QUARTER END/YEAR	3 / 94	6 / 94	9 / 94	12 / 94	3 / 95	6 / 95
TOTAL RAPID RESPONSE						
NEEDS RELATED PAYMENTS	57,404	60,396				
SUPPORTIVE SERVICES	347,814	365,952				
BASIC READJUSTMENT SERVICES	678,661	714,150				
RETRAINING	1,413,878	1,487,608				
ADMINISTRATION	329,999	347,110				
TOTAL ADJUSTMENT SERVICES	0	0				
GRAND TOTAL	2,827,756	2,975,216				

NOTE: EXPENDITURES SHALL BE CUMULATIVE.

CITY OF LA
PROJECT SUMMARY (5/5/93)

Part 1 of 2

PROJECT TITLE: LOS ANGELES RECOVERY

PROJECT TERM: 7/1/92 - 6/30/94

Project Amount: \$3,975,216

COMPONENT/AGENCY NAME	COMPONENT/ CONTRACT AMOUNT	# OF PARTICIPANTS TO BE SERVED	PROGRAM DESCRIPTION
LAOCD (Trade Tech)	\$312,000	500	<p>Assessment & Case management services for TJC and other participants.</p> <p>STATUS: Operational since 12/92</p> <p>CONTACT PERSON: Eve Madigan/Cassandra Carroway</p> <p>Tel: (213) 744-9493</p>
St. Francis Medical	\$550,000	40	<p>Training for Certified Nurse Assistant (CNA) and Licensed Vocational Nurse (LVN).</p> <p>STATUS: Operational since 2/93</p> <p>CONTACT PERSON: Marilyn Overby</p> <p>Tel: (310) 603-1829</p>
-99 Cents Store/ CET/ -Vons/Trade Tech or Southern California Occupational Center (So. Bay Pk)	\$500,000 (2 projects)	95	<p>Training in retail grocery and retail occupations such as cashier, stock clerk and shipping and receiving.</p> <p>STATUS: Operational since 3/93.</p> <p>CONTACT PERSON: Jasper Williams (LA City)</p> <p>Tel: (213) 485-4755</p>

**CITY OF LA
PROJECT SUMMARY (5/5/93)**

Part 2 of 2

PROJECT TITLE: LOS ANGELES RECOVERY

Project Amount: \$3,975,216

PROJECT TERM: 7/1/92 - 6/30/94

COMPONENT/AGENCY NAME	COMPONENT/ CONTRACT AMOUNT	# OF PARTICIPANTS TO BE SRVED	PROGRAM DESCRIPTION
Neighbor to Neighbor Adult Temporary Job Creation	\$1,463,216	164	<p>Provide Temporary Job Creation in City departments and community based-organizations. Disseminate information and recreational activities. Promote racial harmony.</p> <p>STATUS: Operational since March 1993</p> <p>CONTACT PERSON: Gloria Moore Tel: (213) 237-1747</p>
City Admn.	\$150,000	N/A	<p>Administrative Services for Project</p> <p>STATUS: City staff assigned</p>
CPR	\$1,000,000	90	<p>Comprehensive training utilizing TJC/CT/OJT for adults and older youth in Pico Union, Koreatown and South Central areas.</p> <p>STATUS: Program will begin June 1993. CONTACT PERSON: Gloria Moore (LA City) Tel: (213) 237-1747</p>
TOTAL	\$3,975,216	500 (Assessed) 389 (Trained) (incl. CPR)	

**LOS ANGELES CIVIL UNREST PROJECT
SUBSTATE AREA PLAN**

math - -

Submitted by the
City of Los Angeles
Private Industry Council/
Community Development Department

July 15, 1992

LOS ANGELES CIVIL UNREST PROJECT SUBSTATE AREA PLAN

CITY OF LOS ANGELES

A. PERIOD OF PERFORMANCE

The City of Los Angeles Civil Unrest Project is projected to operate two years beginning June 1, 1992 through June 30, 1994.

B. PROGRAM COMPONENTS

I. Cycle of Poverty - Basic Skills and Training Services - \$675,000

The City of Los Angeles will contract with an existing educational institution to provide basic skills remediation and life skills training. This program will be based on the City's existing Literacy Skills at Work (LSAW) program. The LSAW program, operated by the Los Angeles Unified School District, provides on-site basic skills and life skills training. Instruction is provided by LAUSD certificated instructors.

II. Job Specific Training/Non-Traditional Occupational Training - \$787,500

Various union pre-apprenticeship and customized training programs will be developed for the job specific training element. Union pre-apprenticeship programs provide basic and job-related skills training required to qualify persons for participation in full-apprenticeship programs. Among the occupational areas being developed are electrical and carpentry. The City of Los Angeles currently contracts with the Century Freeway Project for pre-apprenticeship training in the building trades. This training includes basic education and job training skills.

Training in other trades may be obtained through existing programs at Los Angeles Trade Technical College. Emphasis will be placed on recruiting women for non-traditional occupations.

In coordination with Rebuild Los Angeles job specific training programs would be established in conjunction with major corporations and businesses in the Los Angeles area. Rebuild L.A. is currently working with more than twenty corporate entities on projects. Funds would be earmarked for companies moving into or expanding operations in the Los Angeles area. These companies would be asked to identify "growth" occupations and the level of training and skills required to enter these occupations. The City would develop these programs in conjunction with private businesses and local educational institutions.

A related program would provide job specific training which would allow employees to upgrade their existing skills in order to apply for and obtain better-paying positions with greater job responsibilities.

The recently funded Los Angeles Region Health Care Consortium may be expanded to offer training a wider range of occupations and to provide upgrade training.

III. Youth Programs - \$675,000

The City's Youth Opportunities Unlimited (YOU) program, the Youth Build model and other City programs targeted for youth are being reviewed for possible involvement. Emphasis will be placed on programs which emphasize a holistic approach to the multiple social and educational needs of youth. Program goals will be basic skills remediation, school retention, gang diversion activities and job training and placement.

Youth may also participate in exemplary youth components as outlined in Section 205 of the Job Training Partnership Act.

The City of Los Angeles is also requesting that it receive the funding to operate the program components for case management, entrepreneurial development, and data collection and reporting. These components are an important part of the overall program and would be best operated by the City in close conjunction with the other program components.

Case Management -

This program component would be developed and operated by a local educational institution or other qualified entity. Skills and educational assessment, counseling and life skills training would be offered through this program. Strong linkages would be developed between this and the other program components.

Entrepreneurial Development -

CDD's Industrial and Commercial Development Division would expand its existing entrepreneurial training program. Four agencies have already been funded to provide self-employment training, assistance and support to potential entrepreneurs and fledgling businesses.

Data Collection and Reporting

The data collection and reporting requirements for this program exceed those of the regular JTPA programs operated by the City for which up to 15% of available funding is used for administrative costs. With the City only receiving 11.667% for administrative costs, the City would not be able to meet these requirements without augmenting existing staff resources which require additional funding.

STATE OF CALIFORNIA/JOB TRAINING PARTNERSHIP ACT TITLE III/EQUIPMENT PURCHASE

SUBGRANTEE: CITY OF LOS ANGELES	EXHIBIT D, PAGE 4 OF
SUBGRANT REGISTRATION NUMBER:	AMENDMENT NUMBER:
SUBGRANT TERM: JUNE 1, 1992 THROUGH JUNE 30, 1994	40 PERCENT:
PROJECT TITLE: LOS ANGELES CIVIL UNREST PROJECT	OTHER: X

RAPID RESPONSE ASSISTANCE	X	ADJUSTMENT SERVICES
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The below is all the equipment to be purchased, leased or rented under this subgrant under the indicated category category, rapid response or adjustment services. Use a separate page for rapid response assistance and adjustment services. Purchases or leases/rental agreements shall be consummated only after approval has been granted by the by the Employment Development Department, Job Training Partnership Division (JTPD). A competitive bid process shall be used for any item or related group of items whose unit cost exceed \$300. A completed requisition form, JTPA-55 shall be submitted to the JTPD.

MARK (X) METHOD:		COST CATEGORY	ITEM/DESCRIPTION	QUANTITY	COST PER UNIT	TOTAL EXTENDED COST	% OF ITEM CHARGED TO PROJECT	TOTAL PROJECT COST
PURCHASE	LEASE/RENT							
X			IBM Computer	1	\$4,500.00		100%	\$4,500
X			Bookcases, Metal, No doors, shelves MC DOWELL-CRAIG #BC3656	1	\$ 220.00		100%	220
X			CALCULATOR, ELECTRONIC, PRINTING & DISPLAY W/MEMORY SHARP #CS2164	1	\$ 105.00		100%	105
X			CHAIR, DESK, PNEUMATIC CONTROL, MCDOWELL-CRAIG MONTEREY SERIES MC-160	1	\$ 450.00		100%	450
X			CHAIR, ERGONOMIC, W/O ARMS, ALBA 14460 (add \$70 for arms)	1	\$ 280.00		100%	280
X			DESK, METAL, FLAT TOP, STANDARD 60"x30" W/CENTER DRAWER & LOCK MCDOWELL D60300	1	\$ 475.00		100%	475
X			FILE, 5-DRAWER, LEGAL, HOLGA 2F253	1	\$ 275.00		100%	275
X			STORAGE CABINET, 36"w x 78"h x 18"d HOLGA 8S7818	1	\$ 185.00		100%	185
X			TABLE, METAL, 45"x30" MCDOWELL-CRAIG #LT 4530 (add \$30 for drawer)	1	\$ 245.00		100%	245
X			TYPEWRITER, ELECTRONIC, 9"CRT 3.5" DISK DRIVE, CANON AP-850	1	\$2,040.00		100%	2,040

GRAND TOTAL \$8,775

SUBGRANTEE: CITY OF LOS ANGELES

EXHIBIT D, PAGE 3 OF

SUBGRANT REGISTRATION NUMBER:

AMENDMENT NUMBER:

SUBGRANT TERM: June 1, 1992 THROUGH June 30, 1994

40 PERCENT:

PROJECT TITLE: LOS ANGELES CIVIL UNREST PROJECT

OTHER: X

PROJECT CLASS CATEGORY	ADMINISTRATION COSTS	BASIS READJUSTMENT	RETIREMENT BENEFITS	SUPPORTIVE SERVICES	TOTAL COSTS
1A. STAFF SALARIES	X 140,755.00	X 78,357.00	X 259,506.00		X 478,618.00
1B. STAFF FRINGE BENEFITS	X 38,961.00	X 16,049.00	X 53,152.00		X 108,162.00
2. STAFF TRAVEL	X 7,333.00	X	X		X 7,333.00
3. COMMUNICATIONS	X	X	X		X
4A. UTILITIES RENT	X 8,811.00	X	X		X 8,811.00
4B. FACILITIES MAINTENANCE	X	X	X		X
4C. FACILITIES-UTILITIES	X	X	X		X
5. CONSUMABLE OFFICE SUPPLIES	X	X	X		X
6. CONSUMABLE INSTRUCTIONAL MATERIALS		X	X		X
7A. EQUIPMENT LEASE/RENT	X	X	X		X
7B. EQUIPMENT PURCHASE	X 8,775.00	X	X		X 8,775.00
8. RELOCATION ASSISTANCE (JTPA SECTION 314)		X	X		X
9A. SUBCONTRACTS-TUITION			X		X
9B. SUBCONTRACTS-OJT WAGES			X 757,120.00		X 757,120.00
9C. FIXED UNIT PRICE CONTRACTS(20 CFR 629.38(E)(2))			X		X
9D. SUBCONTRACTS-AUDIT	X				X
9E. SUBCONTRACTS-OTHER (DESCRIBE)	X	X 188,810.00	X 214,500.00		X 403,310.00
10A. SUPPORT SERVICES-NEEDS RELATED PAYMENTS				X 105,806.00	X 105,806.00
10B. SUPPORT SERVICES-CHILD CARE				X 128,891.00	X 128,891.00
10C. SUPPORT SERVICES-TRANSPORTATION				X 85,927.00	X 85,927.00
10D. SUPPORT SERVICES-OTHER (DESCRIBE)					
11. INDIRECT CHARGES*	44,747.00				44,747.00
12. OTHER: (DESCRIBE)					
GRAND TOTAL	X 249,382.00	X 283,216.00	X 1,284,278.00	X 320,624.00	X 2,137,500.00

*APPROVED RATE: ___ YES ___ NO; COGNIZANT AGENCY: _____

Instructions: All spaces marked with an "x" must be completed; if none, show "0". Observe parenthetical notes cited and attach a budget supplement/narrative to explain the basis for each line item.

Information should make it clear how the line costs were calculated, classified and allocated; especially how staff positions are assigned and justified.

JTPA 111-A (4/23/92) Title III Project

**LOS ANGELES CIVIL UNREST PROJECT SUBSTATE AREA PLAN
CITY OF LOS ANGELES (ADDENDUM)**

NARRATIVE

The Employment Development Department (EDD) has estimated that an additional 20,000 to 30,000 people are unemployed as a result of the civil unrest that closed droves of business in the City of Los Angeles. It was initially anticipated that many of the unemployed would return to work within a matter of weeks as damaged businesses were rebuilt and reopened. However, most business have not been rebuilt nor reopened and unemployment in the South Central and Pico Union communities hovers well above the 9-10% for Los Angeles County.

Most of the jobs were in small businesses and family owned stores. Approximately 700 jobs were eliminated from gas station closures alone. Consequently, most of the affected were marginally employed at best and many lack the basic skills necessary to succeed in the work place. It has been stated that Los Angeles will not again be viewed as a place of bright promise until the creation of new enterprises and new jobs takes place.

The PIC/City's effort to help restore the community's economic base is contained in its proposed training package. The pre-apprenticeship and customized training programs will offer residents of the South Central and Pico-Union areas of Los Angeles an opportunity to be trained and secure employment in occupations which have generally not been made available to them. The lack of career oriented employment opportunities and the general economic conditions in these areas were major contributors to the unrest. While individuals who ultimately participate in this program may not have been displaced from employment as a result of the unrest, all residents of the community were in some way impacted. Providing residents with long sought after training programs such as this should assist in protecting against future disturbances.

A major focus of Rebuild L.A. is the long-term economic development of the impacted communities. Programs such as the one proposed are consistent with Rebuild L.A.'s approach in that they offer residents long-term, career-oriented training; it is also consistent with those efforts put forth by Pioneer Electronics, Hyundai and Nissan Motors in training residents for skilled, career-oriented positions. Most recently Vons Company, as part of its effort to reinvigorate economic life in South Los Angeles, announced a \$100 million plan to build grocery stores in inner-city Los Angeles and surrounding communities--communities which have been neglected by most major grocery companies in the years since the 1965 Watts riots.

Through the training and employment of residents in the community Vons estimates that the 12 new stores they plan to open will create between 1000 and 2000 permanent jobs and generate an annual payroll in excess of \$30

million. The L.A. City PIC will attempt to link with Vons in an effort to develop a customized training program and to expand the existing YOU 2+2+2 retail management trainee program.

APPROACH

A needs analysis will be conducted to answer such fundamental questions as :

- what is the general level of employment and training needed within the impacted community?
- what are the needs by population group (sex, age, race/ethnic; sub-groups such as welfare recipients, homeless, gangs, substance abusers)?
- what groups are more in need than others?
- what apparently accounts for the needs within each group?
- what are the economic development and other training initiatives sponsored in response to the unrest; by both public and private corporations?
- what employment and training efforts have been undertaken by private sector firms and business organizations in response to the unrest?

SERVICE PROVIDERS

The PIC/City contracts with upwards of fifty service providers and would follow its existing procurement system to identify potential service providers.

Discussions are being held with the Electrical Training Trust L.A. County, IBEW/NECA, the Los Angeles County and Vicinity District Council of Carpenters, Pioneer Electronics (USA) Inc., and the California State Department of Education, Career-Vocational Preparation Division to develop the pre-apprenticeship component and to encourage women to participate in non-traditional occupations.

INTAKE/ASSESSMENT/CASE MANAGEMENT

Prior to offering residents skilled training and employment services, it will be necessary to develop an assessment and case management system and provide those in need with basic and life skills training. Many of the community residents to be served are school drop-outs, limited English speakers and long-term welfare recipients, who could not serve in a skilled training environment without remediation.

Discussions are being held with local educational institutions to create an integrated intake/assessment/case management system that guarantees

participants access to an individualized set of services from a variety of institutions.

LINKAGE CREATION

Relations will be forged with institutions participating in the Rebuild L.A. effort (i.e., other government agencies, business groups, community groups, economic development groups, labor unions, local planning bodies, and schools/colleges) to improve job creation opportunities. Linkages will be established with the Centers for Economic Development and Continuing (CEDC) at West Los Angeles and Southwest Colleges in order to custom tailor training needs.

Funds will be earmarked for allocation to specific companies moving into or expanding their operations in Los Angeles as part of one of the job creation initiatives currently being developed (e.g., Vons). Project will coordinate with Rebuild L.A. to supply labor force training through pre apprenticeship jobs during reconstruction efforts.

OUTREACH AND RECRUITMENT

We will develop linkages with existing service providers along with the many organizations which have been established in the wake of the unrest to address the fundamental causes and issues underlying the recent disturbances, i.e. lack of economic and educational opportunities. Heavy emphasis will be placed on recruiting youth involved with gangs and the long-term unemployed.

Community based organizations will participate in the recruitment, screening and referral. The program will incorporate an individual referral method to assure that each participant receives occupational skills training appropriate not only to labor market demand, but also related to assessed individual interests and aptitudes.

YOUTH OPPORTUNITIES UNLIMITED (YOU)

On May 18, 1990, the City was notified that it was one of seven sites selected for a \$2.7 million YOU Grant from the U.S. Department of Labor (DOL). The grant's purpose is to marshal public and private resources to fundamentally improve the lives of youth growing up in poverty.

The City grant proposal called for the establishment of a new community services center in the YOU target area, a three-square mile area in South Central Los Angeles. Under the City's proposal, the YOU program included as its core components a Youth Construction Corps, an IBM donated learning center, an Alternative High School to serve drops, and a 2+2+2 Retail Management Trainee Program. The City has also identified \$2.4 million in Community Development Block Grant funds to design and construct a permanent facility to house this project.

The City is entering the third year of the project . The current budget and DOL guidelines restrict the use of the DOL funds to the identified target area. Utilizing the Secretary's National Reserve Funds, we are proposing to expand the 2+2+2 component of YOU to include two additional high schools Belmont High School which serves the Pico Union area, which was heavily damaged during the civil unrest; and Roosevelt High School which is located in East Los Angeles.

The 2+2+2 Retail Management Trainee Program places high school juniors attending Fremont High School in a six-year retail management training program. The program trains youth during their last two years in high school, two years in a junior college and two years at Cal State University, Los Angeles. (CSULA) While attending Fremont students participate in a four semester curriculum which was developed by CSULA and the Los Angeles Unified School District: Understanding the Business Environment., Principals of Retail Selling and Promotion, Retail Merchandising and Distribution, and Retail Management. Computer games, case studies, field trips and guest speakers are also part of the curriculum.

Participants completing the program will receive a degree in retail management and be placed in management trainee positions with major retailers. The program will combine classroom instruction with work experience and academic and career counseling. Forty Nine permanent jobs have been created with major retailers throughout southern California., e.g. FEDCO, K Mart, Marshalls.

The Institute of Retail Management at Cal State Los Angeles (IRM) was instrumental in obtaining pledges from the retail industry in Fall 1991 to establish two \$800 scholarships for students participating in the 2+2+2 program.

As a result of more recent efforts, the IRM was instrumental in obtaining possibly 10-12 pledges for the students graduating in 1993.

IRM is also developing a computer-based monitoring system to trace the progress of the participants as they move from high school through community college and into the Retail Management Program of CSULA. Additionally, IRM in collaboration with the University of Southern California, is producing a "Careers in Retailing" video film which will be available to participating students in late 1992 or early 1993. A pamphlet is also being produced for use by Fremont High School which points out to the graduates of the program the preferred courses to take while attending community college and CSULA..

Monies will also be utilized to expand and to continue funding the overall YOU project during PY 1993-94.

PARKER C. ANDERSON
GENERAL MANAGER

CITY OF LOS ANGELES
CALIFORNIA

COMMUNITY DEVELOPMENT
DEPARTMENT

215 W. 6TH STREET
LOS ANGELES, CA 90014
(213) 485-1617
FAX (213) 237-0551



TOM BRADLEY
MAYOR

C.F. No.:
Council District: All
Contact Persons &
Exts:
Sue Cleere Flores: X5-5019
Gloria Moore: X7-1747

DEC 15 1992

Honorable Tom Bradley
Mayor, City of Los Angeles
Room 305, City Hall

Attention: Wendy Greuel, Assistant to the Mayor

**COMMITTEE TRANSMITTAL: REQUEST FOR APPROVAL OF, AND
AUTHORITY TO SUBMIT PLAN FOR REMAINING LOS ANGELES RECOVERY
FUNDS**

Transmitted herewith for your review, and further processing are the original and four (4) copies of a request for approval of and authority to submit a Plan to the State Employment Development Department (EDD) for \$6.9 million in Recovery Funds.

PRIVATE INDUSTRY COUNCIL ACTION

This item was presented to the Executive Committee of the Private Industry Council on December 8, 1992. The PIC approved the proposed action as presented with minor changes which have been incorporated. Please refer to discussion under #4 Customized Training.

A. BACKGROUND

In response to the Civil Unrest earlier this year, Governor Pete Wilson initiated a \$35 million program for the Los Angeles recovery administered at the State level by EDD. The funding for this effort includes \$15 million in federal Job Training Partnership Act National Reserve Funds and \$20 million in state funds appropriated by the Legislature. To date the state's recovery project has provided over \$22 million (\$15 million of federal and \$7 million of state funds) to local SDAs and state agencies, such as the California Conservation Corps, to assist in the recovery effort. Activities funded thus far includes subsidized public service employment, job specific training, basic skills and services, and intensive case management. Efforts have been targeted at employers and workers displaced as a result of the civil unrest and the long term unemployed.

B. FUNDS AVAILABLE

The state is proposing to release the balance of \$11.3 million and related funds. \$6.9 million has tentatively been set aside for the City of Los Angeles SDA. Attachment I.

C. APPLICATION PROCESS

Application for these funds is optional but encouraged. Only plans that meet the criteria as outlined by the State will be funded. The State will provide funding to other entities to provide services to an area's residents if SDAs do not submit plans, the plans are inconsistent with established criteria or are not for a particular program component. Although the final document was not distributed to SDAs until November 20, 1992, Plans are due to the Job Training Partnership Division of EDD by no later than December 22, 1992. Approvals and final allocations will be determined in January, 1993. Upon approval by the State CDD will request authority to accept the funds and negotiate contracts with the selective vendors

EDD has also set aside an additional \$1 million for the purpose of contingencies and potential future match capability. These funds will be distributed not later than March 1, 1992.

D. PROGRAM COMPONENTS**1. SERVICES TO ABSENT PARENTS \$985,890**

The Employment Development Department (EDD) and Department of Social Services (DSS) have proposed a demonstration project to serve parents, who are long term unemployed, with children on AFDC. The purpose of this project is to provide training and services to these individuals and to place them in permanent, unsubsidized employment. While \$985,890 has tentatively been allocated to the City for implementation of this project, preparation of a plan is not necessary at this time as discussions regarding the specifics of this project are continuing at the State Level. Details will be sent to SDAs at a later date.

2. JOB SPECIFIC TRAINING FOR GAIN CLIENTS- \$2,464,726

Funds allocated to this component are to be used exclusively for vocational and on the job training for GAIN clients referred to the program by the Los Angeles County Welfare Department or its contractor, Maximus. It is expected that the majority of these clients will benefit most from OJT. The State has arranged to receive federal matching funds through the State Department of Social Services for this program.

EDD has set aside \$2.5 million of state funds which can be matched with a like amount of federal funding. \$1,232,363 of this amount has been set aside for City of Los Angeles residents (does not include the match).

The proposed training for GAIN clients calls for the City's existing service providers to develop in excess of six hundred On-the job Training positions for program participants. In reviewing the SDA's actual performance for Program Year 1991-92, a total of only 307 of 2269 participants placed into OJT positions were GAIN eligible. As evidenced by this data, the service delivery system has had difficulties serving this clientele; and developing 600 OJT positions would be more than doubling the SDA 's performance for the entire PY 91-92 program year.

In addition, through the recently concluded 78% program reallocation process, performing contractors requested and were awarded additional funds and are now operating at full capacity. Requesting that these same contractors assume the responsibility of developing an additional 600 OJT positions would not be reasonable.

As a result of these aforementioned factors, it is recommended that, rather than submitting a plan to implement this component as defined by the State, that the City be authorized to explore other options with the State and the County of Los Angeles, Department of Social Services for the utilization of these funds.

NOTE: As indicated above, the State has indicated that SDAs not submitting plans consistent with the criteria as outlined will not receive allocations for the applicable component. The State may redirect those funds to other entities to serve residents of that SDA. Consequently, should the City decide not to submit a plan for this component, funds may be redirected to other entities.

3. ENTREPRENEURIAL TRAINING - \$1,472,707

The objective of this component is to support creation of employment through new business start ups or enhancement of the skills of existing small businesses that are either located in or employ residents of the civil unrest areas. Entrepreneurial training programs must include three major components: 1) assessment and counseling; 2) business management training; and, 3) start up capital.

The Industrial and Commercial Development Division (ICD) of the Community Development Department will be implementing this component. ICD proposes to use the \$1,472,707 as follows:

- \$200,000 for an entrepreneurial training program targeted at creating alternative business options for liquor store owners.

- \$350,000 for entrepreneurial training programs for at risk 16 to 21 year olds.
- \$150,000 to increase the number of clients served by the existing program through the end of the fiscal year.
- \$541,812 to be distributed through a new RFP which will increase the number of agencies and types of programs which provide general entrepreneurial training to low and moderate income residents in the parts of the City affected by the civil unrest.
- \$95, 442 to be used for administrative purposes.

\$135,454 to be used for support and readjustment services.

The existing entrepreneurial training program was funded as a pilot prior to the civil unrest in the Spring of this year. After those events the demand for this program in the affected parts of the City grew dramatically and has greatly exceeded the capacity of this program at current funding levels. The funding allocations listed above are in direct response to community based demand.

4. CUSTOMIZED TRAINING IN SUPPORT OF ECONOMIC DEVELOPMENT \$1,247,151

This component is intended to provide access to customized new employee training for both small and large employers. It also is intended to be used in concert with local economic development efforts.

The State has indicated that SDA's may be allowed to sole source services under this component. In order to develop linkages with employers who have expressed an interest in providing customized training services to residents of the impacted areas, Department staff is holding ongoing meetings with RLA, Workforce L.A. and the National Alliance of Business. Each of these entities has extensive contacts with the business community. RLA has provided the Department with a partial list of the 500 companies with whom ongoing discussions are being held, encouraging economic development and job creation. These employers indicate they are committed to developing long-term, sustainable opportunities for residents in "neglected areas."

Workforce LA which focuses on specific initiatives to bring about positive and pragmatic change to our workforce can play a vital role in the development of this component. Their initiatives revolve around strengthening communication with employers; enhancing utilization of existing resources; eliminating duplication of effort; and, ensuring that career education, academic and occupational preparation programs provide graduates with the necessary skills for successful lifelong learning employment opportunities.

With a focus on workplace training, public job training, and education reform, NAB will provide technical assistance to the Department in implementing this component.

At its December 8, 1992 Executive Committee meeting, the PIC approved CDD's request to submit the Plan for the remaining \$6.9 million in Recovery funds to the State of California. Since the Plan had not been fully developed, the Department requested authority to submit an outline of the process to be followed in selecting a vendor to operate this component. Subsequent to the PIC meeting and in consultation with PIC staff and the City Attorney, it was decided that vendor selection should be through the RFP process utilizing the previously approved document. CDD is now requesting authority to release a modified version of the RFP previously approved by PIC and Council for the \$2.9 million Title III Secretary's Discretionary Funds.

The attached RFP document was approved for release by PIC at its November meeting and Council at its November 19, 1992 meeting (CF# 92-0832-S42; 92-2059) for the civil unrest project. However, PIC subsequently recommended that the document not be released that rather the Department sole source with the Los Angeles Unified School District and the Los Angeles Community College District based on the following rationale:

- the delay the process would create in the delivery of services to those affect by the civil unrest.
- the Department will be releasing the its primary JTPA Title II-A 78% RFP for Program Year 1993-94
- the Department does not have the staff to handle both the 78% RFP and Civil Unrest RFP.
- the Title III funds must be fully expended by June 30, 1994.

Because the prospective bidders for the customized training component is focused on employers it is anticipated that the applicant pool will be much smaller. Based on conversations with staff from the Employment Training Panel, employers providing training for new hires are rather scarce. Consequently, we do not anticipate a large number of applicants to respond to provide services under this component.

The customized training model is intended to provide access to customized new employee training for both small and large employers. It is also intended to be used in concert with local economic development efforts. The RFP will incorporate the following State requirements and be limited to vendors who can provide training and have an employer network already in place. Proposed plans must:

- outline classroom and work site training that is customized to individual employer needs. Such training must also be responsive to both small and large employers. (The State recognizes that this may require additional or sole source procurement of some services. This would be subject to State approval).
- increase the representation of minorities and women in "non-traditional" fields.
- outline how this service will be integrated with local economic development efforts.

5. YOUTH - \$739,418

The purpose of this component is to provide training with a range of services designed to foster return to school, alternatives to gangs, dropout prevention, year round PSE/education and training for youth, etc.

a) RETAIL MANAGEMENT TRAINEE PROGRAM - \$439,418

The Department is proposing to replicate the 2+2+2 Retail Management Trainee Program which is a major component of the Youth Opportunities Unlimited (YOU) project. Through this program participants will receive up to six years of retail management training. Two years at the high school level, two years at the junior college level and two years at the four year college level. The program combines classroom instruction with work experience and academic and career counseling. The objective is for participants to obtain a degree in retail management and to secure management trainee positions with major retailers.

This program would be expanded to three to four additional high schools: Dorsey, Belmont, Roosevelt and Lincoln.

b) YOUTH SERVICE ACADEMY - \$300,000

The Department is proposing to expand the Youth Service Academy Program which provides at risk youth with a connection between schooling and the real world of employment while at the same time strengthening the skills and work attitudes necessary for young people to be successful in the work place. The four components of this program are: education, work-based learning, community service and mentoring. Specifically, participants will be required to be enrolled in a program leading to a high school diploma, will be provided with work-based learning within City Departments, will participate in community services such as Operation Clean Sweep, AIDs Walk, Inner City Games, etc., and, will be provided a work based mentor to serve as a role model and counselor.

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Students work sixteen hours during the school year and 30 hours per week during intercessions. They attend vocational classes one day per week year round. They receive ten semester credits for each class. Students earn a starting wage of \$5.21 per hour. They are eligible for increases every six months to a maximum of \$7.01. Students may enroll at age 16. They must have at least one year of high school remaining in order to participate. Students may continue until age 21 as long as they maintain satisfactory progress toward their high school diplomas and continue in post secondary education.

RECOMMENDATIONS

The General Manager of the Community Development Department and the Private Industry Council Chair respectfully request that:

1. Your office process this transmittal through the Community and Economic Development Committee;
2. The Committee:
 - a) approve the plan prepared in application for the \$6.9 million in Recovery Funds.
 - b) approve the release of the attached proforma Request for Proposed soliciting customized training vendor(s).
3. The City Council:
 - a) approve the actions of the CEDC Committee; and
 - b) authorize the General Manager of CDD to sign and submit the attached forms in application for the \$6.9 million in Recovery Funds.

A copy of this transmittal is being forwarded to the City Attorney for concurrent review and approval.


PARKER C. ANDERSON
General Manager

PCA:SCF:MC:cda

Attachments

cc: Thomas V. McKernan, Jr.
Chair, Private Industry Council

Deborah Beavers, PIC Administrator
Barker Khorasanee

PLAN FOR REMAINING
LOS ANGELES RECOVERY FUNDS



November 20, 1992
27:2:mw
REFERTO: (916) 654-7110

TO: LOS ANGELES SERVICE DELIVERY AREA ADMINISTRATORS

SUBJECT: PLAN FOR REMAINING LOS ANGELES RECOVERY FUNDS

PURPOSE

The purpose of this letter is to inform you regarding the Employment Development Department's (EDD) plan for the remaining Los Angeles recovery funds. We developed the attached program components and program criteria after careful consideration of local service delivery needs that may not be met through existing systems or resources. These criteria were first issued to you in draft and we incorporated suggestions discussed at our meeting with Los Angeles Service Delivery Areas (SDA) on November 13, 1992.

BACKGROUND

As you know, Governor Pete Wilson initiated a \$35 million program for Los Angeles recovery, administered at the state level by EDD. The funding for this effort includes \$15 million in federal Job Training Partnership Act National Reserve Funds and \$20 million in state funds appropriated by the Legislature. The state's recovery project has provided over \$22 million (\$15 million of federal and \$7 million of state funds) to local SDAs and state agencies such as the California Conservation Corps to assist in the recovery effort. Activities funded so far include subsidized public service employment, job specific training, basic skills and services, and intensive case management. Priorities include employers and workers displaced due to the civil unrest and the long term unemployed.

ADDITIONAL FUNDING

Approximately \$11.3 million and related matching funds, currently \$2.5 million, will be distributed through a

conditional allocation to Los Angeles SDAs who submit substate plans to EDD that meet the criteria outlined in this transmittal. By issuing these criteria, the state intends to encourage integration and promotion of employment and training with other recovery activities, including economic development. In our many individual and group meetings in Los Angeles with public and private, national, state, local, and community based organizations, we have become increasingly aware of numerous opportunities for collaboration and pooling of funding for greater effectiveness. In addition, we encourage development of innovative service strategies that may not currently exist within mainstream program and funding guidelines.

ACTION REQUIRED

Attached are criteria and conditional allocations by program component for each SDA. Application for these funds is optional but encouraged. Only plans that meet the criteria will be funded. The state will provide funding to other entities to provide services to area residents if SDAs do not submit plans, the plans are inconsistent with these criteria or they are not for a particular program component. Plans will be due to the Job Training Partnership Division no later than December 22, 1992. Approvals and allocations will be made in January, 1993.

NEXT STEPS

EDD has set aside \$1 million for the purpose of contingencies and potential future match capability. These funds will be distributed no later than March 1, 1993. As outlined in the attached, the state has also set aside \$2 million for a potential demonstration project to serve absent parents who are long term unemployed. Funds not used for this purpose will be allocated by March 1, 1993, consistent with these planning criteria.

Please call Ron Fox at (916) 654-0771, if additional information would be helpful.



JUDY KUHLMAN, Ph.D.
Chief
Job Training Partnership Division

Attachment

cc: Local Chief Elected Officials
Private Industry Council Chairs
Bernard Kinsey, Rebuild LA
Phil Williams, Workforce LA



EDD LOS ANGELES RECOVERY STATE FUNDED SUBGRANT CRITERIA

A. PROGRAM COMPONENTS AND FUND DISTRIBUTION

AMOUNT	
I. PSE	N/A
II. ABSENT PARENTS DEMO	\$ 2 million
III. GAIN OJT	\$ 2.5 million (plus \$2.5 million in federal match)
IV. ENTREPRENEURIAL	\$ 2.75 million
V. CUSTOMIZED TRAINING FOR ECONOMIC DEV.	\$ 2.53 million
VI. YOUTH	\$ 1.5 million
TOTAL POTENTIAL ALLOCATION	\$11.28 million (\$13.78 million total including match)

Note: Initial allocations are displayed in attachment 1. Consistent with recommendations made by SDAs on November 13, 1992 the allocation for entrepreneurial training is being targeted to four SDAs only: Los Angeles City, Los Angeles County, Long Beach, and South Bay. Also as discussed, SDAs that do not submit plans consistent with these criteria will not receive allocations for the applicable program component. The state will redirect those funds to other entities to serve residents of that SDA. Funds must be expended consistent with approved plans or be subject to recapture and redirection. Expenditure of these funds for purposes inconsistent with plans, criteria and policies may also result in disallowed costs.

B. GENERAL CRITERIA FOR SDA PLANS

In order to be eligible for funding, SDAs must submit a plan that meets the criteria contained in this trans:

Plans must be submitted by December 22, 1992. Approvals and final allocations will be made in January 1993.

Applications will only be accepted from LA Service Delivery Areas (SDAs). Other local agencies and community based organizations (CBOS) may apply with SDAs but may not submit proposals on their ow

Proposal format is attached (Attachment 2). A separate plan must be submitted for each program compo

Unless otherwise indicated, use of funds must be in compliance with existing provisions of the Job Train Partnership Act. For this project only, these provisions will continue to apply through the end of the pro: (June, 1994).

Proposed plans must:

- demonstrate and document the need, and demand, for project services
- have as their principal objective permanent, unsubsidized employment or self employment
- benefit workers and employers displaced due to unrest (1st) and long term unemployed and youth (including children of workers and employers displaced due to the unrest (2nd), other disadvantaged clients (3rd)
- use existing publicly funded programs to avoid duplication, wherever possible
- demonstrate staff qualifications and demonstrate the proven performance of the applicant agency
- define both qualitative and quantitative standards of performance for each program component
- provide an outline of the system that will be used for tracking and documenting the services and expenditures for each program component

EDD encourages plans:

- endorsed and co-funded with other entities such as education, foundations, rehabilitation and economic development agencies, GAIN, etc. This includes generating federal matching funds. Joint application is encouraged for all components.
- which include specific employer commitments to hire participants
- that use a case management approach including: assessment, customized individual service strategies and cultural sensitivity (for the client and other cultures)

C. APPROVAL CRITERIA BY PROGRAM COMPONENT

SERVICES TO ABSENT PARENTS

The Employment Development Department (EDD) and Department of Social Services (DSS) have proposed a demonstration project to serve parents, who are long term unemployed, and who have children on AFDC. The purpose of this project will be to provide training and services to these individuals and to place them in permanent, unsubsidized employment. Once employed, these clients will be better able to meet their mandated child support obligations. The range of service could include PSE concurrent with training, only OJT or some combination. This proposal is still pending approval. Additional details will be sent to SDAs. No action necessary at this time.

JOB SPECIFIC TRAINING FOR GAIN CLIENTS

These funds are to be used exclusively for vocational and on the job training for GAIN clients. These are clients specifically referred to this component by Los Angeles County Welfare Department or its contractor, (Maxim). It is expected that the vast majority of these clients will benefit most from OJT. The state has arranged to receive federal matching funds through the state Department of Social Services for these services. We have aside \$2.5 million of state funds which can be matched with a like amount of federal. This will require some special reporting to provide DSS with sufficient information to support the federal match.

SDAs should consult Jan Vogel, South Bay SDA regarding this project component and coordination with Los Angeles County Welfare Department. Jan is coordinating this project for the Los Angeles County Welfare Department.

Plans must ensure that:

- OJT assignments have a defined training component and performance benchmarks.
- OJT assignments lead to permanent retention by the employer.
- there is no supplanting of JTPA services to GAIN participants
- only GAIN clients referred by the CWD or its contractor are enrolled in this specially funded program component.

Additional project policies for this program component:

- eligibility: GAIN participant referred to this project by LA CWD or its contractors.
- program design: on the job training, vocational training if requested by LA CWD, must include some non-traditional employment for minorities and women
- allowable costs/activities: existing JTPA
- performance criteria and measurement: retention in permanent unsubsidized job
- procurement: existing JTPA
- contracting: existing JTPA
- cost limitations: existing JTPA
- cost categories: existing JTPA
- reporting: JTPD will issue additional technical instructions. However, it is anticipated that SDAs will separately draw down funds for this component and will report to the state on at least a quarterly basis the names, social security numbers and associated expenditures for each client plus any other costs charged to this project. This is necessary to obtain the federal grant and these records may be validated with the LA CWD.
- recapture and redistribution: keyed to plan benchmarks
- other financial, program or administrative issues: existing JTPA

ENTREPRENEURIAL TRAINING (LOS ANGELES CITY, LOS ANGELES COUNTY, LONG BEACH AND SOUTH BAY SDAs ONLY)

Defined: The objective of entrepreneurial training programs must be to support creation of employment through new business startups or enhancement of the business skills of existing small businesses that are either located in or employ people from the affected areas. Entrepreneurial training programs must include three major components: 1) assessment and counseling, 2) business management training and 3) start up capital.

Assessment and Counseling: A system or methodology must be in place to assess the capabilities of the client plan, develop, finance and operate a viable business. Ongoing counseling or mentoring must be a significant component of the program.

Business Management Training: Coursework and/or individual training must be provided in at least the following areas: writing a business plan, conducting market research, preparing financial analyses, locating sources of capital, and issues relating to operation of a successful business such as marketing, distribution, production systems, working with vendors and suppliers, and managing employees.

Start up Capital: Financial assistance available to entrepreneurs to underwrite and support business operations during an initial phase.

Proposed plans must:

- be a joint application with entrepreneurial assistance programs such as the Minority Business Development Centers (MBDC), Small Business Development Centers (SBDC), the Community Colleges Ed>Net system, etc.
- be responsive to stated community needs and priorities
- use a system for market research to determine viability and demand for business opportunities
- have a system to assess and screen clients for potential as entrepreneurs
- have access to conventional and unconventional sources of operating capital such as the recently established Southern California Business Development Corp.
- have a system for ongoing support, technical assistance, such as mentoring, for new entrepreneurs
- lead to self sufficiency, i.e. not on assistance or subsidy
- be targeted to disadvantaged areas, subject to state approval

EDD encourages plans that:

- increase opportunities for ethnic minorities in self employment. This will be inclusive of all groups.
- provide some services for English as a Second Language (ESL) (For Koreans, Hispanics , Southeast Asian etc.) and also cultural sensitivity training.
- provide some services for other languages (rudimentary Spanish, Korean etc.) to English speaking clients and also training in cultural sensitivity.
- assist prior businesses that serve community needs to get back in business, emphasizing business expertise plus compliance with tax provisions, licensing etc.
- create jobs for additional employees (from the target area etc.)

Additional project policies for this program component:

- eligibility: Resident of disadvantaged areas; project may serve new entrepreneurs or existing business owners needing skills upgrading (e.g. ESL and/or skills needed to comply with normal tax and regulatory provisions . Must be targeted to disadvantaged areas, subject to state approval.
- program design: as detailed above
- allowable costs/activities: as detailed above. These state funds are for training and related supportive services. They may not be used for loans or associated costs.
- performance criteria and measurement: as detailed above
- procurement: If demonstrated as necessary to meet project goals and timelines, sole source may be allowable, subject to state approval
- contracting: existing JTPA

- cost limitations: existing JTPA
- cost categories: existing JTPA
- reporting: Special forms and a separate PC-based subsystem will be developed by JTPD. Additional details will be provided to SDAs with approved plans.
- recapture and redistribution: keyed to plan benchmarks
- other financial, program or administrative issues: existing JTPA

CUSTOMIZED TRAINING IN SUPPORT OF ECONOMIC DEVELOPMENT

This program component is intended to provide access to customized new employee training for both small and large employers. It also is intended to be used in concert with local economic development efforts.

Proposed plans must:

- outline classroom and work site training that is customized to individual employer needs. Such training may also be responsive to both small and large employers. (The state recognizes that this may require additional or sole source procurement of some services. This would be subject to state approval)
- increase the representation of minorities and women in "non-traditional" fields
- outline how this service will be integrated with local economic development efforts

Note: Upgrade training for unemployed individuals is allowable if necessary for obtaining employment.

Additional project policies for this program component:

- eligibility: business is in disadvantaged area (for any upgrades), displaced due to unrest
- program design: training customized to meet both large and small employer needs
- allowable costs/activities: some upgrade training allowable; otherwise existing JTPA
- performance criteria and measurement: keyed to plan benchmarks
- procurement: sole source allowable, subject to state approval
- contracting: existing JTPA
- cost limitations: existing JTPA
- cost categories: existing JTPA
- reporting: separate from JTPA reports but otherwise similar, additional instructions will be provided by JTPD
- recapture and redistribution: to benchmarks
- other financial, program or administrative issues: NA

YOUTH

Plans must outline activities from the following:

- focus on at risk youth, including disabled youth
- focus on return to school/GED/dropout prevention
- pre-entrepreneurial skills (e.g. business concepts taught in a model store--providing a practical context and emphasizing continuing on to higher education)
- apprenticeships
- year round PSE/education and training for youth
- pilot program for restitution of victims or other innovative approaches
- alternatives to gangs
- comprehensive programs entailing assessment, life skills, education, cultural sensitivity, substance abuse counseling and treatment and transition into higher education or apprenticeship training

Additional project policies for this program component:

•eligibility: at risk youth, economic disadvantaged; plus children of workers and employers displaced due to unrest. Note: the state will consider other groups, subject to further definition and approval, e.g. refer from the juvenile court system may be eligible if the need for these services can be substantiated by an SDA.

•program design: Comprehensive programs entailing assessment, life skills, education, substance abuse counseling and treatment, and transition into higher education or apprenticeship training.

•allowable costs/activities: allow limited youth PSE (part time work experience) tied to youth employment competencies

•performance criteria and measurement: keyed to plan benchmarks

•procurement: existing JTPA

•contracting: existing JTPA

•cost limitations: existing JTPA

•cost categories: existing JTPA

•reporting (similar to JTPA but separate), additional instructions will be provided by JTPD.

•recapture and redistribution: keyed to plan benchmarks

•other financial, program or administrative issues: existing JTPA

STATE OF CALIFORNIA
LOS ANGELES RECOVERY PROJECT PLAN
SPECIAL PROVISIONS

1. General Provisions

- a. This State Los Angeles Recovery Project Plan is submitted in accordance with the criterion issued November 20, 1992. The Subgrantee agrees to operate the project in accordance with the criterion and this plan as approved by the state.
- b. The Subgrantee agrees to coordinate with the Employment Development Department and the California Conservation Corps (CCC) in the transition of CCC temporary job creation participants to other retraining and basic readjustment services. Additionally, the subgrantee agrees to use their resources to provide on-the-job training to these participants.
- c. The Subgrantee agrees to complete an Individual Services Strategy in the format provided by the state for each participant in this project component.

2. Reporting Provisions

a. Individual Participant Data

The Subgrantee agrees to submit Individual Participant Data by program component in format and by the time frames specified by the state.

b. Monthly Reports

The Subgrantee agrees to submit a monthly report to the state by the 15th day following the end of the month or the next business day by program component in the format specified by the state.

c. Quarterly Reports

The Subgrantee agrees to submit by program component quarterly reports as specified in the state.

d. Annual Reports

The Subgrantee agrees to submit an annual report by program component in the manner specified by the state.

e. End of Project Report

The Subgrantee agrees to submit an end of project report by the 45th day following the completion of the project by program component in the manner specified by the state.

f. Fiscal Close-out

The Subgrantee agrees to submit a fiscal close-out by program component in the manner specified by the state.

g. The subgrantee agrees to submit additional reports as requested by the state.

STATE OF CALIFORNIA
LOS ANGELES RECOVERY PROJECT PLAN
SIGNATURE SHEET

SUBGRANTEE: _____

PROJECT TITLE: STATE LOS ANGELES RECOVERY PROJECT _____

PROJECT COMPONENT: _____

PROJECT COMPONENT TERM: _____

ORIGINAL PLAN: YES

NO

AMENDMENT NUMBER: _____

The undersigned subgrantee agrees to operate or cause to be operated the project pursuant to this plan and by said signature certifies concurrence with the contents of this plan. The undersigned agrees that this plan shall be funded through subgrants (referenced by registration number on attached Exhibits A, B, C and D) executed by the above-named subgrantee and the state of California and that no such subgrant shall be funded without concurrence. This ___ Los Angeles Recovery Project Plan/ _____ Amendment consists of this page and the following pages as indicated with an "X":

EXHIBIT	TITLE	NUMBER OF PAGES
_____ Exhibit A	General Provisions	_____ Pages
_____ Exhibit B	Narrative	_____ Pages
_____ Exhibit C	Participant Project Plan	_____ Pages
_____ Exhibit D	Budget Summary	_____ Pages

APPROVAL FOR SUBGRANTEE/SERVICE DELIVERY AREA:

SIGNATURE

DATE

TYPED NAME AND TITLE

APPROVAL FOR STATE OF CALIFORNIA:

SIGNATURE

DATE

JUDY KUHLMAN, Ph.D., Chief, Job Training Partnership Division

TYPED NAME AND TITLE

LOS ANGELES RECOVERY ALLOCATIONS

	Absent Parents	GAIN OJT	Entrepreneur	Custom Training	Youth	TOTAL
Carson/Lomita/Torrance	\$23,497	\$58,742	\$0	\$29,723	\$17,623	\$129,585
Foothill	\$42,143	\$106,357	\$0	\$53,311	\$31,607	\$232,418
Long Beach	\$93,936	\$234,840	\$140,320	\$118,829	\$70,452	\$658,377
Los Angeles City	\$985,800	\$2,461,726	\$1,472,707	\$1,247,151	\$739,418	\$6,909,892
Los Angeles County	\$694,417	\$1,736,042	\$1,037,309	\$878,437	\$520,813	\$4,867,018
SELACO	\$65,785	\$164,463	\$0	\$83,218	\$49,339	\$362,805
South Bay	\$66,719	\$166,798	\$99,664	\$84,400	\$50,039	\$467,620
Venturo	\$27,613	\$69,032	\$0	\$34,931	\$20,709	\$152,285
TOTAL	\$2,000,000	\$5,000,000	\$2,750,000	\$2,530,000	\$1,500,000	\$13,780,000

STATE OF CALIFORNIA
 NARRATIVE FOR THE LOS ANGELES RECOVERY PROJECT PLAN
 PLANNED TARGET GROUP GOALS

SUBGRANTEE: _____

PROJECT TITLE: STATE LOS ANGELES RECOVERY PROJECT _____

PROJECT COMPONENT: _____

PROJECT COMPONENT TERM: _____

ORIGINAL PLAN: YES

NO

AMENDMENT NUMBER: _____

TARGET GROUP	SERVICE GOAL (PERCENT OF TOTAL TO BE SERVED)
MALE	
FEMALE	
ADULT	
YOUTH	
UNEMPLOYMENT INSURANCE CLAIMANT	
UNEMPLOYMENT INSURANCE EXHAUSTEE	
LONG TERM UNEMPLOYED	
RECEIVING CASH PUBLIC ASSISTANCE	
INDIVIDUALS TRANSITIONING FROM TEMPORARY JOB CREATION (EXCEPT CCC)	
INDIVIDUALS TRANSITIONING FROM CONSERVATION CORPS TEMPORARY JOB CREATION	
GAIN PARTICIPANT	
NEW BUSINESS ENTREPRENEURS	
EXISTING BUSINESS ENTREPRENEURS	

STATE OF CALIFORNIA
NARRATIVE FOR THE STATE LOS ANGELES RECOVERY PROJECT PLAN

SUBGRANTEE:

PROJECT TITLE: STATE LOS ANGELES RECOVERY PROJECT

PROJECT COMPONENT:

PROJECT COMPONENT TERM:

(MARK AS APPROPRIATE)

ORIGINAL PLAN: YES

NO

AMENDMENT NUMBER:

Subgrantees shall use this page as the first page of the narrative for this project components following the attached outline. All additional pages of the narrative shall be labeled with the Registration Number; *EXHIBIT B, PAGE ____ OF ____ . Pages shall be consecutively numbered

PARTICIPANT PROJECT PLAN

SUBGRANTEE:				EXHIBIT C, PAGE OF		
PROJECT COMPONENT TITLE:				AMENDMENT NUMBER:		
TERM:		THROUGH				
QUARTER	END YEAR (SPECIFY):	/	/	/	/	/
I. PARTICIPANT ENROLLMENT AND TERMINATION SUMMARY						
A. TOTAL PARTICIPANTS (A1+A2)						
A1. NEW						
A2. TRANS. FROM OTHER FUND SOURCE						
C. TOTAL TERMINATIONS (B1 + B2)						
B1. TOTAL ENTERED EMPLOYMENT						
B2. OTHER TERMINATIONS						
C. CURRENT PARTICIPANTS (A - B)						
II. PLANNED ENROLLMENTS BY ACTIVITY						
A. TOTAL BASIC READJUSTMENT SERVICES						
A1. ASSESSMENT						
A2. JOB SEARCH ASSISTANCE						
A3. ALL OTHER BASIC READJUSTMENT SERVICES						
B. TOTAL ENTERED RETRAINING						
B1. ON-THE-JOB TRAINING						
B2. CLASSROOM TRAINING SKILLS/OCCUPATIONAL						
B3. CLASSROOM BASIC/REMEDIAL						
OTHER TRAINING (SPECIFY)						
B4.						
B5.						
B6.						
III. CERTIFICATES OF CONTINUING ELIGIBILITY (CEE)						
A. WILL CEES BE ISSUED?		YES		NO		
B. WILL CEES BE REDEEMED FOR RETRAINING?		YES		NO		

NOTE: (1) ALL DATA SHALL BE CUMULATIVE WITH THE EXCEPTION OF IC. (2) SECTION II IS NON-ADDITIVE; PARTICIPANTS MAY BE ENROLLED IN MULTIPLE ACTIVITIES.
STATE LOS ANGELES RECOVERY PROJECT (11/20/97)

BUDGET SUMMARY

SUBGRANTEE:		EXHIBIT D, PAGE		OF	
PROJECT COMPONENT TITLE:		AMENDMENT NUMBER:			
SUBGRANT TERM:		THROUGH:			

QUARTER END YEAR	1	1	1	1	1	1
NEEDS RELATED EXPENSES						
SUPPORTIVE SERVICES						
BASIC READJUSTMENT SERVICES						
TRAINING						
OTHER STAFF						
OTHER STAFF						
OTHER STAFF						
ADMINISTRATION						
TOTAL						

NOTE: EXPENDITURES SHALL BE CUMULATIVE.

**STATE LOS ANGELES RECOVERY PROJECT PLAN
NARRATIVE OUTLINE**

- I. DESCRIBE HOW THE INDIVIDUALS TO BE SERVED UNDER THE PROJECT WILL BE IDENTIFIED, RECRUITED, AND THE NUMBERS TO BE SERVED (ATTACH PLANNED TARGET GROUPS TABLE).
- II. SERVICES TO BE PROVIDED.
 - A. Describe the system for the delivery of the basic readjustment services, retraining and supportive services to be provided.
 - B. Describe the basic readjustment services to be provided including the following:
 1. Intake and eligibility determination procedures;
 2. Assessment (must include the capability to determine if a participant's reading skills are below the 7th grade level);
 3. Job search assistance;
 4. Counseling;
 5. Job development and placement services;
 6. Case management system; and
 7. Other basic readjustment services (if any).
 - C. Describe the retraining services to be provided and the proposed deliverer of service for each of the following:
 1. On-the-job training;
 2. Classroom occupational skills training; and
 3. Other occupational training (if any).
 - D. Describe and provide the dollar amount set aside for each type of participant support services to be provided for the following:
 1. Child care;
 2. Commuting or transportation assistance;
 3. Financial and personal counseling;
 4. Needs related payments; and
 5. Other supportive services to be provided (if any).
- III. DESCRIBE OTHER PROGRAM PERFORMANCE AND ADMINISTRATIVE ACTIONS OR FACTORS THAT ADDRESS HOW THE SUBGRANTEE WILL MEET EACH SPECIFIC CRITERION CONTAINED IN THE SUBGRANT CRITERIA SUMMARY DATED NOVEMBER 20, 1992.

ENTREPRENEURIAL TRAINING

STATE OF CALIFORNIA
NARRATIVE FOR THE STATE LOS ANGELES RECOVERY PROJECT PLAN

.Subgrantee: City of Los Angeles

Project Title: State of Los Angeles Recovery Project

Project Component: Entrepreneurial Training

Project Component Term: January 1, 1993 - June 30, 1994

Original Plan: Yes

The Entrepreneurial training component will be administered by the Industrial and Commercial Development (ICD) Division of the Community Development Department. ICD has the special focus of economic development. This means creating job, enhancing the availability of goods and services, and reducing slums and blight in the depressed parts of the city chiefly through working directly with the business community. The key awareness for this effort are the administration of 5 enterprise zones, a lending program, the Entrepreneurial Training Program, a business assistance center program, and a capacity building program for non-profit economic development agencies.

The Industrial and Commercial Development Division of the Community Development Department is currently operating a pilot Entrepreneurial Training Program. There are four participating agencies funded for a total of \$385,000. Through this program entrepreneurial training is provided in South Central Los Angeles, the Eastside, the Central City area, San Pedro/Wilmington, and the Central and Northeast portions of the San Fernando Valley. The purpose of this pilot is to test various models of entrepreneurial training to determine which are effective in leading to successful self employment outcomes and job generation.

As part of the pilot ICD funds four very different types of models in order to determine the most successful curricular structure(s) for meeting the needs of our target population. The client base we are attempting to reach is quite diverse, as it is composed of both fledgling business people, and those yet to acquire a business license. In addition, we are trying to meet the needs of potential businesses capable of generating a number of jobs, as well as those unlikely to expand beyond self employment plus one or two positions. The agency mix is therefore varied, and consists of a church, a community college, a non-profit economic development corporation, and an agency specializing in micro-business development. The initial results of this program have been very encouraging. As of November 30, 6 months into the contract period, 246 individuals have enrolled in the combined program. The overall completion rate to date is 74% for a total of 181. Currently 125 people are wait listed. Thus we not only plan to continue with the initial group of agencies for an additional year, but also intend to expand the program in meaningful ways. As a Community Development Block Grant funded agency the Community Development Departments' programs have the primary focus of creating new jobs and enhancing the availability of goods and services to the areas of the City which this proposal covers. The funds we are requesting here would extend the reach of current funding to a greater depth than we are currently able to achieve. Our intended plans for these funds are as follows:

\$200,000 for an entrepreneurial training program targeted at creating alternative business options for liquor store owners in South Central Los Angeles.

\$350,000 for entrepreneurial training for "at risk" 16 to 21 year olds.

\$150,000 to increase the number of clients served by the existing program through the end of the fiscal year.

\$541,812 to be distributed through a new RFP which will increase the number of agencies and types of programs which provide general entrepreneurial training to low and moderate income residents in the parts of the City affected by the civil disruption.

\$95,442 to be used for administrative purposes. This will allow us to add another staff position to administer the addition of up to 10 agencies to our existing program.

\$135,454 to be used for support and readjustment services.

The existing Entrepreneurial Training Program was funded as a pilot prior to the civil disorders in the spring of this year. After those events the demand for this program in the affected parts of the City grew dramatically, and has greatly exceeded the capacity of this program at current funding levels. The funding allocations we have listed above are in direct response to community based demand. The proposed programs are more fully described below:

In the area of South Central Los Angeles there is a tremendous overconcentration of liquor stores compared to the rest of Los Angeles County. This has been of long standing concern to the community and for a year prior to the disturbances of last April a Task Force had been meeting to identify ways of dealing with this issue. Over 250 stores selling liquor were destroyed in the riots. Subsequently, efforts have intensified to use this as an opportunity

to permanently reduce the number of liquor stores.

Another Task Force was created to identify incentives to encourage liquor store owners not to rebuild and reopen liquor stores. One of the recommendations of the Task Force was to seek funding to assist the owners of such stores with identifying alternative business opportunities. A survey of liquor store owners indicated an interest in operating other businesses provided that capital was available and that there were business opportunities for which their skill, knowledge, and experience was appropriate. The proposed program is designed to help the owners identify other alternatives that meet this need.

The program would be funded to do a number of specialized tasks, including providing training and technical assistance in several languages (including, but not limited to English, Korean, Spanish and Chinese). The target area would be South Central Los Angeles, and the client base would consist of Liquor Store Owners (including both those whose businesses were damaged, and those who are interested in changing their business focus but might not have been damaged). The special focus of the program would be to assist these individuals through market research to identify alternative viable business opportunities within the region which require similar levels of skill, capital investment, etc. The program would allow for components unique to the special needs of this groups, including cultural sensitivity. One of the key elements of the business training itself would be to fully cover the ways a business owner can successfully run a profitable business without the necessity of depending upon high mark-up items such as liquor products.

The program will be developed with input from representative groups and individuals affected by the issue.

Also included is a program in specialized entrepreneurial training for "at risk" 16 to 21 year olds. The envisioned program would have three components to it: an on going baseline support structure provided by pre-existing agency' which will provide a variety of positive social supports; business training superimposed over this for 80 to 100 hours that is provided

by agencies specializing in business training for young people; and careful utilization of mentors to provide real world experienced guidance to the participants.

We have earmarked \$150,000 to allow the existing program to continue unabated at current levels through the end of the fiscal year, as well as expand service in the Pico Union area.

\$676,558 of the remaining funds would be distributed through the RFP process as an extension of the existing Entrepreneurial Training Program. This would allow the Industrial and Commercial Development Division to add as many as eight (8) new agencies to the program. This would not only serve to greatly expand the number of individuals served by this program, but allow for the inclusion of significantly more data upon which to base the design of future permanent programming.

The \$95,412 balance would be used administratively to add an additional staff person to provide administrative support, and monitor up to 10 new agencies expected to be added to the existing Entrepreneurial Training Program through the addition of these funds.

These funds will be added to a combination of other sources of funding which support our existing Entrepreneurial Training Program. The core program will be financed during its second year of operation from the City's Block Grant budget. In addition the City received \$1M especially earmarked for economic development. A significant portion of these funds will be used to conduct a retail market analysis in the areas affected by the disturbances. The purpose of the study is to identify retail goods and services in short supply and that would provide profitable business opportunities. The information from the study will be provided to participants in the City's Entrepreneurial Training Programs.

All of these programs will provide extended technical assistance, and any graduate of a City designated training program who produces a realistic business plan will have access to start-up funds provided through the Small Business Administration funded Micro-Loan Fund pool administered by the Coalition for Women' Economic Development (CWED). This base

grant was \$900,000. In addition the City of Los Angeles is a participant in LACRC (Los Angeles Community Reinvestment Committee), which is a consortium of banks as well as other public and private entities committed to the creation an institution to make loans in the affected community. \$300,000 is the target of which \$150,000 will be provided by the City. These funds should be available by program start up and will be administered by a nonprofit community organization.

The existing City funded entrepreneurial training program emphasizes the necessity of selection of viable business concepts, and although the program serves both start up and fledgling businesses, all participants must produce a realistic business plan in order to graduate. All participant fledgling business owners participants currently sign a hiring contract which requires the participant to hire at least one low or moderate individual within 12 months of completion of the program.

All start up participants are encouraged to carefully rethink their business concepts to ensure the realistic potential for any effort to lead to economic self-sufficiency. All selected programs included within the aegis of this funding would be required to have the same component parts regardless of any other aspects of their program.

STATE OF CALIFORNIA
 NARRATIVE FOR THE LOS ANGELES RECOVERY PROJECT PLAN
 PLANNED TARGET GROUP GOALS

SUBGRANTEE: CITY OF LOS ANGELES

PROJECT TITLE: STATE LOS ANGELES RECOVERY PROJECT

PROJECT COMPONENT: ENTREPRENEURIAL TRAINING

PROJECT COMPONENT TERM: JANUARY 1, 1993 - JUNE 30, 1994

ORIGINAL PLAN: YES NO AMENDMENT NUMBER: _____

TARGET GROUP	SERVICE GOAL (PERCENT OF TOTAL TO BE SERVED)
MALE	230
FEMALE	230
ADULT	360
YOUTH	100
UNEMPLOYMENT INSURANCE CLAIMANT	20%
UNEMPLOYMENT INSURANCE EXHAUSTEE	10%
LONG TERM UNEMPLOYED	5%
RECEIVING CASH PUBLIC ASSISTANCE	5%
INDIVIDUALS TRANSITIONING FROM TEMPORARY JOB CREATION (EXCEPT CCC)	2.5%
INDIVIDUALS TRANSITIONING FROM CONSERVATION CORPS TEMPORARY JOB CREATION	
NEW PARTICIPANT OTHER	17.5%
NEW BUSINESS ENTREPRENEURS	60%
EXISTING BUSINESS ENTREPRENEURS	40%

PARTICIPANT PROJECT PLAN

§ 3202 / PART I (1) (1)

SUBGRANTEE: CITY OF LOS ANGELES				EXHIBIT C, PAGE OF		
PROJECT COMPONENT TITLE: ENTREPRENEURIAL TRAINING				AMENDMENT NUMBER:		
TERM: JANUARY 1, 1993		THROUGH		JUNE 30, 1994		
QUARTER END/YEAR (SPECIFY):	1	6 / 93	9 / 93	12 / 93	3 / 94	6 / 94
I. PARTICIPANT ENROLLMENT AND TERMINATION SUMMARY						
A. TOTAL PARTICIPANTS (A1+A2)		104	161	237	314	460
A1. NEW		104	161	237	314	460
A2. TRANS. FROM OTHER FUND SOURCE		0	0	0	0	0
B. TOTAL TERMINATIONS (B1 + B2)		0	104	161	237	460
B1. TOTAL ENTERED EMPLOYMENT		0	25	39	57	110*
B2. OTHER TERMINATIONS			79	122	180	350
C. CURRENT PARTICIPANTS (A - B)		104	57	76	77	0
II. PLANNED ENROLLMENTS BY ACTIVITY						
A. TOTAL BASIC READJUSTMENT SERVICES						
A1. ASSESSMENT		104	161	237	314	460
A2. JOB SEARCH ASSISTANCE						
A3. ALL OTHER BASIC READJUSTMENT SERVICES						
B. TOTAL ENTERED RETRAINING		104	161	237	314	460
B1. ON-THE-JOB TRAINING						
B2. CLASSROOM TRAINING SKILLS/OCCUPATIONAL						
B3. CLASSROOM BASIC/REMEDIAL		7	13	20	26	33
B4. OTHER TRAINING (SPECIFY)		104	161	237	314	460
B5.						
B6.						
III. CERTIFICATES OF CONTINUING ELIGIBILITY (CEE)						
A. WILL CEES BE ISSUED?	YES			NO		
B. WILL CEES BE REDEEMED FOR RETRAINING?	YES			NO		

NOTE: (1) ALL DATA SHALL BE CUMULATIVE WITH THE EXCEPTION OF IC. (2) SECTION II B NON-ADDITIVE; PARTICIPANTS MAY BE ENROLLED IN MULTIPLE ACTIVITIES.
STATE LOS ANGELES RECOVERY PROJECT (11/20/92)

*WE PROJECT THAT 40% OF THE PARTICIPANTS WHO ARE NOT CURRENTLY BUSINESS OWNERS WILL START THEIR OWN BUSINESS.

BUDGET SUMMARY

SUBGRANTEE: CITY OF LOS ANGELES	EXHIBIT D, PAGE	OF
PROJECT COMPONENT TITLE: ENTREPRENEURIAL TRAINING	AMENDMENT NUMBER:	
SUBGRANT TERM: JANUARY 1, 1993	THROUGH	JUNE 30, 1994

QUARTER END YEAR	3 / 93	6 / 93	9 / 93	12 / 93	3 / 94	6 / 94
NEEDS RELATED PAYMENTS	-					
SUPPORTIVE SERVICES	-	11,000	22,000	37,135	52,271	81,271
BASIC READJUSTMENT SERVICES	-	8,000	16,000	26,000	36,000	54,182
RETRAINING						
OTHERS SPECIFY	-	285,906	421,812	608,812	795,812	1,154,312
OTHERS SPECIFY	0	12,000	24,000	40,500	57,000	87,500
OTHERS SPECIFY						
ADMINISTRATION	0	15,907	31,814	47,721	63,628	95,442
TOTAL	0	332,813	515,626	760,168	1,004,711	1,472,707

NOTE: EXPENDITURES SHALL BE CUMULATIVE.

CUSTOMIZED TRAINING

STATE OF CALIFORNIA
 NARRATIVE FOR THE LOS ANGELES RECOVERY PROJECT PLAN
 PLANNED TARGET GROUP GOALS

SUBGRANTEE: City of Los Angeles

PROJECT TITLE: STATE LOS ANGELES RECOVERY PROJECT

PROJECT COMPONENT: Customized Training

PROJECT COMPONENT TERM: January 1, 1993 - June 30, 1994

ORIGINAL PLAN: YES NO

AMENDMENT NUMBER: _____

TARGET GROUP	SERVICE GOAL (PERCENT OF TOTAL TO BE SERVED)
MALE	137
FEMALE	112
ADULT	174
YOUTH	75
UNEMPLOYMENT INSURANCE CLAIMANT	37
UNEMPLOYMENT INSURANCE EXHAUSTEE	37
LONG TERM UNEMPLOYED	50
RECEIVING CASH PUBLIC ASSISTANCE	47
INDIVIDUALS TRANSITIONING FROM TEMPORARY JOB CREATION (EXCEPT CCC)	25
INDIVIDUALS TRANSITIONING FROM CONSERVATION CORPS TEMPORARY JOB CREATION	2
GAIN PARTICIPANT	51
NEW BUSINESS ENTREPRENEURS	0
EXISTING BUSINESS ENTREPRENEURS	0

STATE LOS ANGELES RECOVERY PROJECT
PARTICIPANT PROJECT PLAN

SUBGRANTEE: City of Los Angeles	EXHIBIT C, PAGE	OF
PROJECT COMPONENT TITLE: Customized Training	AMENDMENT NUMBER:	

TERM: January 1, 1993 THROUGH June 30, 1994

QUARTER END/YEAR (SPECIFY):	3 , 93	6 , 93	9 , 93	12 , 93	3 , 94	6 , 94
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I. PARTICIPANT ENROLLMENT AND TERMINATION SUMMARY

A. TOTAL PARTICIPANTS (A1+A2)	0	37	100	162	212	249
A1. NEW		37	100	162	212	249
A2. TRANS. FROM OTHER FUND SOURCE						
B. TOTAL TERMINATIONS (B1 + B2)		19	69	131	192	249
B1. TOTAL ENTERED EMPLOYMENT		11	41	79	115	149
B2. OTHER TERMINATIONS		8	28	52	77	100
C. CURRENT PARTICIPANTS (A - B)		18	31	31	20	0

II. PLANNED ENROLLMENTS BY ACTIVITY

A. TOTAL BASIC READJUSTMENT SERVICES		37	100	162	212	249
A1. ASSESSMENT		37	100	162	212	249
A2. JOB SEARCH ASSISTANCE		19	69	131	192	249
A3. ALL OTHER BASIC READJUSTMENT SERVICES		37	100	162	212	249
B. TOTAL ENTERED RETRAINING						
B1. ON-THE-JOB TRAINING						
B2. CLASSROOM TRAINING SKILLS/OCCUPATIONAL						
B3. CLASSROOM BASIC/REMEDIAL		4	10	16	21	25
OTHER TRAINING (SPECIFY)		37	100	162	212	249
34.						
35.						
36.						

III. CERTIFICATES OF CONTINUING ELIGIBILITY (CEE)

1. WILL CEES BE ISSUED?	YES		NO	XX
2. WILL CEES BE REDEEMED FOR RETRAINING?	YES		NO	XX

NOTE: (1) ALL DATA SHALL BE CUMULATIVE WITH THE EXCEPTION OF IC. (2) SECTION II IS NON-ADDITIVE; PARTICIPANTS MAY BE ENROLLED IN MULTIPLE ACTIVITIES.
STATE LOS ANGELES RECOVERY PROJECT (11/20/92)

YOUTH

1. RETAIL MANAGEMENT
TRAINING PROGRAM
2. YOUTH SERVICES ACADEMY

STATE OF CALIFORNIA
NARRATIVE FOR THE STATE LOS ANGELES RECOVERY PROJECT PLAN

Subgrantee: City of Los Angeles

Project Title: State of Los Angeles Recovery Project

Project Component: Youth: Retail Management

Project Component Term: January 1, 1993 - June 30, 1994

Original Plan: Yes

Page 1 of 2

The purpose of this component is to provide training to at risk/underrepresented youth, economically disadvantaged youth and children of workers and employers displaced as a result of the Civil Unrest. The array of services may include year round education/training and concurrent transition into higher education. These services should provide alternatives to gangs and encourage participants to return or remain in school.

The Department is proposing to replicate and expand the successful Retail Management Career (2+2+2) Program which is a major component of Youth Opportunities Unlimited (YOU) Project.

The objective of the YOU Initiative is to marshal public and private resources to improve the lives of youth growing up in high poverty areas.

Through the proposed youth Retail Management trainee program, participants will receive up to 6 years of retail management training. The two years at the high school level will cover skills such as understanding the business environment; principles of retail selling and promotion; retail merchandising and retail management.

After high school graduation, the participant will receive two years of training at the junior college level and two years at the four year college level. The program combines classroom instruction with work experience and academic and career counseling. The objective is for participants to obtain a degree in retail management and to secure management trainee positions with major retailers.

While in the program, participants will also receive a host of comprehensive services such as assessment, life skills, cultural sensitivity and apprenticeship training.

The program's emphasis, will focus on at risk and under represented youth, economically disadvantaged youth and children of workers affected by the unrest.

Individuals served under this project will be identified and recruited by the project coordinator, class instructors and teaching assistants, and high school counselors by means of flyers, school announcements, student presentations and individual recruitment.

Intake and eligibility determination will be done by the teaching assistants; assessment will be done by the project coordinator and class instructors. School grades, attendance, attitude and interest in working in retail management are some of the factors that will be used to determine if a participant is admitted into the program.

Counseling and case management will be provided by the class instructors and the project coordinator. In addition the Institute of Retail Management at California State University, Los Angeles is planning to track participants as they move through the program.

The Institute of Retail Management and project coordinator are primarily responsible for developing worksites for participants and also securing permanent jobs.

The primary supportive services that have been provided this far are bus stickers but others will be provided as needed such as glasses and possible childcare in the future.

Performance Criteria and Measurement

The program is designed to place the participants during the first 2-6 weeks of enrollment into unsubsidized employment while attending school concurrently. Program emphasis is on preparing youth to get and keep a job, to remain in school with a 2.0 grade point average, to graduate from High School and enrolled in a 2 or 4 year post secondary institution.

Participants will continue to work in the retail industry throughout the six (6) year period. Upon graduation from college participants will be hired in managerial positions. Funding from this grant will support participants at the secondary level. Upon graduation from high school participants will be tracked by Cal State Los Angeles.

This project is being co-funded with JTPA 78% funds in order to gear-up the program Jan 1, 1993. One hundred twenty (120) participants will be served

STATE OF CALIFORNIA
 NARRATIVE FOR THE LOS ANGELES RECOVERY PROJECT PLAN
 PLANNED TARGET GROUP GOALS

SUBGRANTEE: CITY OF LOS ANGELES

PROJECT TITLE: STATE LOS ANGELES RECOVERY PROJECT

PROJECT COMPONENT: YOUTH - RETAIL MANAGEMENT

PROJECT COMPONENT TERM: JANUARY 1, 1993 TO JUNE 30, 1994

ORIGINAL PLAN: YES

NO

AMENDMENT NUMBER:

TARGET GROUP	SERVICE GOAL (PERCENT OF TOTAL TO BE SERVED)
MALE	43%
FEMALE	57%
ADULT	
YOUTH	100%
UNEMPLOYMENT INSURANCE CLAIMANT	2%
UNEMPLOYMENT INSURANCE EXHAUSTEE	-
LONG TERM UNEMPLOYED	1%
RECEIVING CASH PUBLIC ASSISTANCE	25%
INDIVIDUALS TRANSITIONING FROM TEMPORARY JOB CREATION (EXCEPT CCC)	2%
INDIVIDUALS TRANSITIONING FROM CONSERVATION CORPS TEMPORARY JOB CREATION	-
GAIN PARTICIPANT	-
NEW BUSINESS ENTREPRENEURS	-
EXISTING BUSINESS ENTREPRENEURS	-
UNDER-REPRESENTED	
ECONOMICALLY DISADVANTAGED / YOUTH	70%

PARTICIPANT PROJECT PLAN

SUBGRANTEE: CITY OF LOS ANGELES				EXHIBIT C, PAGE _____ OF _____		
PROJECT COMPONENT TITLE: YOUTH RETAIL MANAGEMENT				AMENDMENT NUMBER: _____		
TERM: JANUARY 1, 1993		THROUGH JUNE 30, 1994				
QUARTER END/YEAR (SPECIFY):	3 / 93	6 / 93	9 / 93	12 / 93	3 / 94	6 / 94
I. PARTICIPANT ENROLLMENT AND TERMINATION SUMMARY						
A. TOTAL PARTICIPANTS (A1+A2)	0	0	60	120	120	120
A1. NEW	0	0	60	120	120	120
A2. TRANS. FROM OTHER FUND SOURCE	0	0	0	0	0	0
TOTAL TERMINATIONS (B1 + B2)	0	0	5	10	20	30
B1. TOTAL ENTERED EMPLOYMENT	0	0	45	70	75	80
B2. OTHER TERMINATIONS	0	0	5	10	20	30
C. CURRENT PARTICIPANTS (A - B)	0	0	55	110	100	90
II. PLANNED ENROLLMENTS BY ACTIVITY						
A. TOTAL BASIC READJUSTMENT SERVICES	-	-	-	-	-	-
A1. ASSESSMENT	0	0	60	120	120	120
A2. JOB SEARCH ASSISTANCE	0	0	60	120	120	120
A3. ALL OTHER BASIC READJUSTMENT SERVICES	-	-	-	-	-	-
B. TOTAL ENTERED RETRAINING	-	-	-	-	-	-
B1. ON-THE-JOB TRAINING	0	0	0	0	0	0
B2. CLASSROOM TRAINING SKILLS/OCCUPATIONAL			60	120	120	120
B3. CLASSROOM BASIC REMEDIAL			60	120	120	120
B4. OTHER TRAINING (SPECIFY) UNSUBSIDIZED EMPLOYMENT	0	0	45	70	75	80
B5.						
B6.						
III. CERTIFICATES OF CONTINUING ELIGIBILITY (CEE)						
A. WILL CEES BE ISSUED?	YES			NO	X	
B. WILL CEES BE REDEEMED FOR RETRAINING?	YES			NO	X	

NOTE: (1) ALL DATA SHALL BE CUMULATIVE WITH THE EXCEPTION OF IC. (2) SECTION II IS NON-ADDITIVE; PARTICIPANTS MAY BE ENROLLED IN MULTIPLE ACTIVITIES.
 STATE LOS ANGELES RECOVERY PROJECT (11/29/92)

SUBGRANTEE: CITY OF LOS ANGELES			EXHIBIT D, PAGE	OF
PROJECT COMPONENT TITLE: YOUTH - RETAIL MANAGEMENT			AMENDMENT NUMBER:	
SUBGRANT TERM:	January 1, 1993	THROUGH	June 30, 1994	

QUARTER END YEAR	3 / 93	6 / 93	9 / 93	12 / 93	3 / 94	6 / 94
NEEDS RELATED PAYMENTS	0	0	\$ 11,718	\$ 19,530	\$ 27,342	\$ 35,154
SUPPORTIVE SERVICES	0	0	10,253	17,088	23,923	30,758
BASIC READJUSTMENT SERVICES	-	-	-	-	-	-
RETRAINING /Retraining Cost	-	-	95,207	158,678	222,150	285,621
OTHERS SPECIFY	0	0	0	0	0	0
OTHERS SPECIFY	0	0	0	0	0	0
OTHERS SPECIFY	0	0	0	0	0	0
ADMINISTRATION	0	0	29,295	48,825	68,355	87,885
TOTAL	0	0	146,473	244,121	341,770	439,418

NOTE: EXPENDITURES SHALL BE CUMULATIVE.

STATE OF CALIFORNIA
NARRATIVE FOR THE STATE LOS ANGELES RECOVERY PROJECT PLAN

.Subgrantee: City of Los Angeles

Project Title: State of Los Angeles Recovery Project

Project Component: Youth Services Academy

Project Component Term: April 1, 1993 - June 30, 1993

Original Plan: Yes

I. IDENTIFICATION, RECRUITMENT AND NUMBERS

Students were originally identified through high school career advisers/counselors who determined their "at risk" status, including teen parents, criminal background, learning delayed, potential drop-out, poverty, etc. No recruitment is anticipated during the contract period. There will be approximately 400 participants in the program.

II. SERVICE TO BE PROVIDED

A. Students are involved in work site education and training in 37 City departments and seven classroom locations. Those in post secondary education attend required monthly seminars. In addition, all participants attend mandatory orientation and in-service training series provided on a semi-annual basis. Assessment, counseling, remedial education, civic education and training occur at the work site, in the YSA classroom or during various field trips. Access to students/participants is daily.

These services are provided by the LAUSD through a project funded administrative staff and vocational education teachers paid through ADA; staff of the Mayor's Office of Youth Development and mentor/supervisors at the work site.

B. 1. Eligibility is determined and certified by LAUSD school career advisers/counselors during intake procedures. The students "at risk" status, i.e., teen parents, criminal background, etc., is certified by LAUSD staff. Signed documents regarding "at risk" status is also obtained from participants.

2. Each participant is given a math and English assessment at orientation or their first class session. This assessment includes testing for skills at the 7th grade reading level.

3. Job search assistance is provided by the Employment Development Department (EDD) through presentations by their YEOP (Youth Employment Opportunities Program) and other staff. This information is presented/provided at least three times each year. In addition, techniques for interviewing, searching classified ads, etc.... is provided in their YSA class and by the Mayor's Office of Youth Development.

4. Personal counseling is provided by each adult assigned to the YSA program, (LAUSD Administration and teachers, Mayor's office of Youth Development). Information regarding more formalized counseling services is provided through in-service three times per year. School psychological services can be and have been utilized, especially at the loss of a classmate through violence.

5. Same as B3 above.

6. There is no formal case management system. YSA teachers perform most of these services in an informal manner. Case conferences are utilized when students are facing severe personal conflicts at home, school, or work. Lead on these conferences is whichever adult the participant has approached.

7. Housing, Custody (primary of siblings), abuse, sexual harassment.

C. Describe the retraining services to be provided and the proposed deliverer of service for each of the Following.

1. On-The-Job Training is provided by the City employee mentor/supervisor. They are advised to fully train at one position, then move the student to next level of competency and trust.

2. Classroom occupational skills training is provided through 20 classes- ten each Monday and Friday at seven sites throughout the City. They include the use of two skill centers, (Maxine Waters and East Los Angeles), two occupational centers (Freidman and Harbor), one community adult school (Evans), two municipal buildings, (City Hall downtown, Van Nuys). Classes are conducted by certified vocational education teachers.

3. Other occupational training through guest speakers and field trips such as Harbor, Airport, Hyperion Treatment Plant, Tamayo restaurant, Cross Colors Manufacturing.

Special "Career Days" sponsored by the Department of Water and Power introduced participants to technical, para-professional, administrative and professional jobs available in the City. Demonstrations of equipment and discussions of requirements with current employees were highlighted.

YOUTH SERVICES ACADEMY

Program Duration: 3 months April 1, 1993 through June 30, 1993

Funds Requested: \$300,000.00

The Youth Services Academy is focused on serving "at risk" youth as identified through LAUSD career counselors. The program seeks to motivate students who are at risk of dropping out of school by offering work place on the job type training along with a year-round education program. The objective of the program is to keep "at risk" students in school to receive a high school diploma and enroll them in post secondary education, i.e., college or trade school. This program is an existing program and the funds are requested to continue funding for an additional 3 -month period.

The education component of the program combines employment at the City of Los Angeles along with attending classes leading to a high school diploma. In addition, vocational/remedial education programs are offered on a year-round basis.

The Youth Services Academy offers specific programs such as the mentor component (work site supervisor), and several in-service training experiences, i.e., conflict resolution hosted by the City Attorney's office, field trips to the airport and Hyperion treatment plant, and mandatory community service are offered to develop life skills, education, and cultural sensitivity training.

STATE OF CALIFORNIA
 NARRATIVE FOR THE LOS ANGELES RECOVERY PROJECT PLAN
 PLANNED TARGET GROUP GOALS

SUBGRANTEE: CITY OF L.A.

PROJECT TITLE: STATE LOS ANGELES RECOVERY PROJECT

PROJECT COMPONENT: YOUTH SERVICE ACADEMY

PROJECT COMPONENT TERM: APRIL 1, 1993 - JUNE 30, 1993

ORIGINAL PLAN: YES

NO

AMENDMENT NUMBER:

TARGET GROUP	SERVICE GOAL (PERCENT OF TOTAL TO BE SERVED)
MALE	40%
FEMALE	60%
ADULT	0
YOUTH	100%
UNEMPLOYMENT INSURANCE CLAIMANT	1%
UNEMPLOYMENT INSURANCE EXHAUSTEE	0
LONG TERM UNEMPLOYED	0
RECEIVING CASH PUBLIC ASSISTANCE	15%
INDIVIDUALS TRANSITIONING FROM TEMPORARY JOB CREATION (EXCEPT CCC)	5%
INDIVIDUALS TRANSITIONING FROM CONSERVATION CORPS TEMPORARY JOB CREATION	0
GAIN PARTICIPANT	0
NEW BUSINESS ENTREPRENEURS	0
EXISTING BUSINESS ENTREPRENEURS	0

STATE LOS ANGELES RECOVERY PROJECT
PARTICIPANT PROJECT PLAN

SUBGRANTEE: CITY OF L.A.		EXHIBIT C, PAGE OF				
PROJECT COMPONENT TITLE: YOUTH SERVICE ACADEMY		AMENDMENT NUMBER:				
TERM: APRIL 1, 1993		THROUGH JUNE 30, 1993				
QUARTER END YEAR (SPECIFY):	4 / 93	/	/	/	/	/
I. PARTICIPANT ENROLLMENT AND TERMINATION SUMMARY						
A. TOTAL PARTICIPANTS (A1+A2)	400					
A1. NEW	0					
A2. TRANS. FROM OTHER FUND SOURCE	0					
B. TOTAL TERMINATIONS (B1 + B2)	100					
B1. TOTAL ENTERED EMPLOYMENT	0					
B2. OTHER TERMINATIONS	100					
C. CURRENT PARTICIPANTS (A - B)	300					
II. PLANNED ENROLLMENTS BY ACTIVITY						
A. TOTAL BASIC READJUSTMENT SERVICES	400					
A1. ASSESSMENT	400					
A2. JOB SEARCH ASSISTANCE	400					
A3. ALL OTHER BASIC READJUSTMENT SERVICES	400	MENTOR COMPONENT				
B. TOTAL ENTERED RETRAINING	N/A					
B1. ON-THE-JOB TRAINING/WORK EXPERIENCE	400					
B2. CLASSROOM TRAINING SKILLS/OCCUPATIONAL	N/A					
B3. CLASSROOM BASIC/REMEDIATION	N/A					
OTHER TRAINING (SPECIFY)	N/A					
B4. PRE-EMPLOYMENT	400					
B5. PARTICIPANTS HAVE PREVIOUSLY						
B6. RECEIVED PRE-EMPLOYMENT SERVICES PRIOR TO 4/1/93						
III. CERTIFICATES OF CONTINUING ELIGIBILITY (CEE)						
A. WILL CEES BE ISSUED?	YES N/A				NO	
B. WILL CEES BE REDEEMED FOR RETRAINING?	YES N/A				NO	

NOTE: (1) ALL DATA SHALL BE CUMULATIVE WITH THE EXCEPTION OF IC. (2) SECTION II IS NON-ADDITIVE; PARTICIPANTS MAY BE ENROLLED IN MULTIPLE ACTIVITIES.
STATE LOS ANGELES RECOVERY PROJECT (11/20/92)

ADDENDUM TO PARTICIPANT SERVICE PLAN

The period of April 1, 1993 to June 30, 1993 (4th quarter PY 92-93) is the target period for the use of the requested funds of \$ 300,000.00. Because we are requesting funding for a program that has been in existence for the last several years some comments are appropriate to add as an addendum to the participant service plan which will clarify how the participant flow and planned outcomes will take place.

1. Of the 400 participants none will be new enrollments into the program. All were enrolled previous to April 1, 1993. Of the 400 participants 137 are Post High School attendees, 100 are High School Seniors, and 163 are 11th grade and below.
2. All participants received pre employment training prior to 4-1-93.

Planned Termination Outcomes

Summary

As of 6-30-93 (end of funding for this grant)

Enrolled	400	
Terminated	100	
Positive Terms	75	(Completed Major Level of Education)
Non Positive Terms	<u>25</u>	(Dropped from program early)
	100	
Not terminated as of 6-30-93	300	

After 6-30-93

Terminated	300	
Positive Terms	230	
Unsubsidized Employments		100
Remained in School		<u>130</u>
		230
Non Positive Terms	<u>70</u>	
Total Terminations	300	

SUMMARY OF OUTCOMES

TOTAL POSITIVE TERMS	305
TOTAL NON. POS. TERMS	95
TOTAL TERMINATED	400

REQUEST FOR PROPOSAL
FOR CUSTOMIZED TRAINING

REQUEST FOR PROPOSALS (RFP)

**CIVIL UNREST PROJECT:
CUSTOMIZED TRAINING IN SUPPORT OF ECONOMIC
DEVELOPMENT**

PY 92-94

(DRAFT)

Deadline for Receipt of Proposals:

5:00pm

Technical Assistance Meeting:

TBA

Technical Assistance Coordinators:

**Jack Lau
(213) 485-5723**

**Carey Jenkins
(213) 237-1747**

Issue Date:

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Affidavit of Non-Collusion	

E. DEADLINE FOR RECEIPT OF PROPOSALS

An original and five copies of your proposal must be hand-delivered or courier delivered no later than 5:00 p.m. on ----- 1992 to the following address:

Community Development Department
Youth and Employment Services Division
215 West Sixth Street, 10th Floor
Los Angeles, CA 90014
ATTENTION: Planning Unit

No mailed proposals will be accepted. Late applications may not be considered for grant award.

F. TECHNICAL ASSISTANCE

A technical assistance meeting to answer questions about this RFP will be scheduled at a later date.

With the exception of this meeting, all technical assistance will be provided via telephone. The technical assistance coordinators are Jack Lau (213) 485-5723 and Carey Jenkins (213) 237-1747.

G. PROPOSAL REVIEW PROCESS

1. All proposals will be reviewed for costs that are reasonable, allowable, necessary, and competitive as measured by the review of the line item budget, the program design, and their competitive standing to other proposers.

2. Proposals will be reviewed, scored, and ranked.

3. Funding recommendation reports will be prepared for consideration of the Private Industry Council of the City of Los Angeles, Community and Economic Development Committee, City Council, and the Mayor. The reports will be prepared requesting authority to negotiate and execute contracts with those applicants recommended for funding.

H. APPEALS PROCESS

In accordance with the Private Industry Council (PIC)/Local Elected Officials (LEO) agreement, all proposers will be afforded the opportunity to appeal staff funding recommendations. The agreement stipulates that appeals will be heard by a board consisting of three members of the Private Industry Council and three members of the City Council. Scheduling of appeals is at the discretion of the board.

The City has not established a Cost Per Entered Employment (CPEE) because it will vary depending upon whether core training or just readjustment services will be provided and the length, type, and quality of training being provided. The CPEE will be analyzed, however, for cost reasonableness and competitiveness.

Applicants may propose lower goals, but each applicant's proposed standards will be rated against all others and those proposing the highest goals will receive the most points for this category.

Proposed standards will be subject to review and negotiation by the Department.

Successful applicants will not be permitted to propose different standards during contract negotiations, except in those instances where it would be advantageous to the City.

Failure to meet the contractual goals and performance standards will affect the amount that the contractor will receive.

IV. DIRECT CLIENT SERVICES

Applicants who are proposing to provide core training must exhibit an ability to provide client services to participants in the following four areas:

A. JOB TRAINING AND PLACEMENT SERVICES

1. PRE-TRAINING ACTIVITIES

Pre-training activities include recruiting participants into the program; determining JTPA eligibility; enrolling participants through completion and submission of required City enrollment documents; assessing participants' skills, aptitudes and training needs; orienting participants into the program; providing career and other counseling as needed; and, developing and monitoring an Employability Development Plan (EDP) that records the results of the assessment, training and supportive services to be provided, skills to be acquired, and outcomes to be achieved.

The pre-training plan must also address the unique needs of the eligible population needs.

2. CORE TRAINING ACTIVITIES

Core training is defined as either occupational skills training, basic skills remediation, or English-as-a-Second Language.

Contractors must also have a process which assesses and selects OJT employers who effectively comply with the terms of the OJT worksite training agreement and provide long-term employment and competitive benefits.

Contractors may offer employers, as reimbursement, up to 50% of the total taxable wages of the participant. Contractors may negotiate a lower rate of reimbursement. Full payment to the employer shall be made only when training has been completed, skills have been acquired, the placement is at or above the agreed upon wage, and the job retention requirements are met.

The maximum length for OJT is 6 months or 500 hours, whichever is greater.

c. Customized Training

On-site industry-specific/employer-specific training programs operated by private sector employers with a commitment by an employer or group of employers to employ individuals upon the successful completion of the training.

3. Post-Training Activities

Contractors are required to provide job development and positive termination services which are tailored to meet the needs of each individual participant. Services shall include but not be limited to employer outreach and preparation of participants for specific job interviews. Placement into unsubsidized employment shall be into positions that are expected to be permanent and continuous.

Contractors are also required to provide follow-up services to all terminees for at least 91 days following termination. Follow-up services should include telephone calls and site visits to ensure retention and progress made for individuals placed. Follow-up services should also be provided to those not placed.

4. Participant Support Services

Contractors must inform and provide or arrange for the provision of, services to participants that will enable them to enroll, remain in, and complete training. These services may either be provided directly by the contractor with JTPA funds, or provided by other entities on a referral or in-kind basis. Services that may be provided include, but are not limited to the following: child care, transportation, medical services, and emergency food and shelter.

B. PROGRAM INCOME/PROFIT

Excess earnings (revenue less expenses) for public and non-profit contractors are called program income; excess earnings for for-profit organizations are called profit.

Contractors with a line-item contract should have no program income.

Private-for-profit contractors charging the off-the-shelf price will be allowed to make a reasonable profit.

Interest earned on advances is not regarded as program income and must be returned to the City of Los Angeles.

No contractors shall be paid for services that have or will be paid for by other sources such as PELL grants or Average Daily Attendance (ADA).

Contract costs shall include only those contract related expenditures which are necessary, reasonable, allowable, and allocable and which are accrued during the contract period, or which are necessary for orderly contract start-up or close-out.

All contractors must maintain records which support all contract expenditures in accordance with JTPA and City record retention requirements. All such records are subject to review, monitoring, and audit. Any failure on the contractor's part to fully comply with Federal, State, or City requirements shall result in disallowed costs and repayment of any amounts directly related to the violation.

Upon close-out of a contract, all program income and profit shall be reported to the City by contractors.

Any program income that is generated shall be used only to underwrite additional training or training related services as funded by the contract and in accordance with Federal, State, City and PIC policies.

The City will monitor all JTPA contractors to determine that program income or profit is not accumulated by contractors. Program income or profit can be accumulated by reducing the quality and/or the quantity of services to participants as specified in the contract, selling information about the program, using program participants to generate income and so on.

C. INTEREST INCOME

All interest earned on advance payments to private-non-profit or public entity contractors are considered program income and must be remitted to the City on a quarterly basis.

Narrative 3, Training Occupations--List the occupations in which training will be provided; describe how it was determined that these are demand occupations with opportunities for advancement; describe how these occupations are appropriate for the target population. Skills Acquisition Plans must be prepared and submitted for each occupation proposed.

Narrative 4, Job Development--Describe your job development process, including employer outreach; describe how job development will be tailored to match an individual with the appropriate job.

Narrative 5, Supportive Services--Describe the types of supportive services to be provided and why they are appropriate for the target population; describe what, if any, non-JTPA supportive services will be provided to meet participant needs.

Narrative 6, Coordination--Describe how you will develop and maintain linkages with each of the following as applicable: a) subcontractors; b) other local employment and training providers; c) employers and the business community as a whole; d) unions; e) governmental agencies providing services to dislocated workers; and f) other Service Delivery Areas in Los Angeles County.

Narrative 7, Administration--Describe how you will perform the following administrative activities:

- a) Participant tracking system including the eligibility determination process.
- b) Fiscal management including how JTPA funds will be tracked separately. If you have multiple funding sources, describe your cost allocation plan.
- c) Subcontracting procedures including procurement, contracting, and monitoring processes.
- d) Internal monitoring system including processes for identifying and correcting problems.

Narrative 8, Customized Training

Your proposed plan must:

1. Demonstrate and document the need, and demand for project services
2. Have as their principal objective permanent, unsubsidized employment or self employment

E. GENERAL INSTRUCTIONS

In assembling your proposal sequentially number all pages of the document, including narratives and exhibits and use the Executive Summary as the cover. In preparing the narratives, please number and title as indicated above. The narratives should be concise and to the point as possible but complete and comprehensive enough to demonstrate the applicant's ability to perform.

VII. EVALUATION CRITERIA

Proposals will be scored and ranked according to the following criteria:

Demonstrated Effectiveness	- 25 points
Proposed Performance	- 25 points
Program Design	- 50 points

Narratives will be scored based on the extent to which all of the information requested is addressed. Performance standards will be evaluated based on the reasonableness of the bid.

VIII GENERAL PROPOSAL CONDITION

1. All costs of proposal preparation shall be borne by the proposer. The City shall not, in any event, be liable for any pre-contractual expenses incurred by the proposer in the preparation and/or submission of the proposal. The proposer shall not include any such expenses as part of the budget in the proposal.
2. The proposal shall include the proposer's best terms and conditions. Submission of the proposal shall constitute a firm and fixed offer to the City that will remain open and valid for a minimum of ninety days from the proposal submission deadline.
3. Unnecessarily elaborate or lengthy proposals or other presentations beyond those needed to give a sufficient and clear response to all of the RFP requirements are not desired.
4. The proposal must set forth accurate and complete information as required in this RFP document. Unclear, incomplete, and/or inaccurate documentation may not be considered for contract award.
5. The City reserves the right to extend the submission deadline should such action be in the best interest of the City. Proposers have the right to revise their proposals in the event the deadline is extended.

14. The City may require all major subcontractors identified in the proposal to become co-signatories to any contract with the City.

IX. CONTRACT EXECUTION REQUIREMENTS

All successful applicants are required to comply with the City's requirements for contract execution. These requirements will be discussed in greater detail at the pre-award conference.

A. MINORITY BUSINESS ENTERPRISE (MBE) AND WOMEN BUSINESS ENTERPRISE (WBE) REQUIREMENTS

It is the policy of the City to provide MBEs and WBEs and all other business enterprises an equal opportunity to participate in the performance of all contracts awarded. Proposers shall assist in implementing this policy by taking all reasonable steps to ensure that all available business enterprises, including local MBEs and WBEs, have an equal opportunity to compete for and participate in City contracts.

B. AFFIRMATIVE ACTION PLAN

All JTPA contractors are required to comply with the City's policy in which contractors awarded contracts in excess of \$5,000 must submit a written affirmative action plan to the Equal Employment Office of the Community Development Department.

C. INSURANCE CERTIFICATES

All contractors are required to obtain insurance that names the City as an additional insured. The insurance must be obtained prior to contract execution.

D. CORPORATE DOCUMENTS

All contractors are required to submit a copy of their most current Articles of Incorporation, as filed with the Secretary of State; and a copy of the corporate by-laws, and all amendments thereto, as adopted by the contractor's board of directors.

All contractors are also required to submit corporate resolutions of executorial authority which specify person (s) authorized to obligate the contractor and execute contractual documents.

X. GENERAL CONTRACT CONDITIONS

1. Contractors shall comply with all Federal, State, City, PIC laws, rules, regulations, policies, procedures, and any subsequent amendments thereto, as applicable.

- e. Did the contractor reduce the actual costs such as personnel and general operating expenses from what was included in the proposal?
 - f. Did the contractor charge another funding source in a similar labor market lower price for similar services?
6. The contractor shall conduct or have conducted on an annual basis audits in accordance with the Single Audit Act, P.L. 98-502, OMB Circulars A-110 and A-128, City policy, and any administrative regulations or directives implementing the Act.

EXECUTIVE SUMMARY

PAGE 2

IV. On a single typewritten page briefly summarize your proposed program and attach.

Affix Corporate Seal	<p>V. This proposal is submitted as a firm and fixed offer valid and open 90 days from the submission deadline.</p> <hr/> <p>Authorized Signature Date</p> <hr/> <p>Print Name Title</p>
----------------------	--

CONTRACTOR NAME:

		Participant Characteristics Summary Plan						
		A	B	C		D	E	F
		Adult	Youth	PY 92/93 DOL Model Factor		Annual Eval Most in Need Socioeconomic Skills Dev All	High Risk Youth	Multiple Barriers All
				Youth	Adult			
1	Total Terminations							
2	Male	%	%					
3	Female	%	%	XX	XX			
Age								
4	14-15		%	XX				
5	16-17		%					
6	18-21		%					
7	22-29	%						
8	30-54	%						
9	55 and over	%			XX			
Education								
10	School Dropout	%	%	XX	XX	XX	XX	
11	Student (HS or less)	%	%	XX				
12	HS Graduate or Equiv.	%	%					
13	Post HS/College Grad	%	%	XX	XX			
Ethnicity								
14	White	%	%					
15	Black	%	%	XX	XX		XX	
16	Hispanic	%	%				XX	
17	Amer Ind./Alaskan Native	%	%				XX	
18	Asian	%	%				XX	
19	Other	%	%					
Other Factors								
20	Single Head of Household	%	%			XX		
21	Limited English Speaking	%	%			XX	XX	
22	Disabled	%	%		XX	XX	XX	
23	Offender	%	%	XX		XX	XX	
24	Reading below 7th grade	%	%	XX	XX	XX	XX	
25	Math Below 7th Grade	%	%			XX	XX	
26	Homeless	%	%		XX	XX	XX	
27	Lacks Sig. Work History	%	%	XX	XX	XX	XX	
28	Teenage Parent		%			XX	XX	
29	Pregnant Teen		%			XX	XX	
30	Potential Dropout		%				XX	
31	Functionally Illiterate	%	%				XX	
32	Substance Abuse	%	%			XX	XX	
33	Court Ordered Placement		%				XX	
34	Long Term AFDC (on the grant)	%	%		XX	XX	XX	
35	AFDC (on the grant)	%	%	XX		XX		
36	GA/RCA (on the grant)	%	%		XX	XX		
37	GAIN/JOBS	%	%			XX	XX	
38	UI Claimant	%	%		XX			
39	Long Term Unemployed	%	%		XX	XX		
40	Not In Labor Force	%	%	XX	XX	XX		
41	Veterans	%	%		XX			

PERFORMANCE VERIFICATION

Funding Source Verification

	A. Performance Elements	Contract Period	Corrections	Concurrence Initials
1	Contract Funding	\$	\$	
2	Actual Expenditures	\$	\$	
3	Expenditure Rate (2+1)		%	
4	Total Enrollments			
5	Total Dislocated Workers Enrolled			
6	Dislocated Worker Service Rate (5+4)			
7	Total Terminations			
8	Contracted Placements			
9	Actual Placements - day one			
10	Entered Employment Rate (9+7)		%	
11	30 days on the job			
12	30 day Job Retention Rate (11+9)		%	
13	91 day Job Retention			
14	91 day Job Retention Rate (13+7)		%	
15	Hourly Earnings at 91 days	\$		
16	No. Weeks Worked during 91 days			
17	Actual Average Wage at Placement	\$	\$	
18	Average length of training in hours		hrs	

B. Funding Source Comments and Signature

1. Has the contractor experienced questioned costs? What is the amount? Has repayment been made. Please explain.

2. Have there been any findings of irregularities? Please explain.

3. Is the contractor timely in submission of participant and fiscal documents and reports?

4. Type of training and occupations in which training is provided. Please attach list, if necessary.

5.

Data verified by: Name and Signature	Title	Phone	Date

The above statistics must come from a single contract cycle. On a separate sheet, describe your total employment and training experience (funding sources, total number of years, funding amounts, services provided). Also, describe how those services are relevant to the program design specified by this RFP.

CITY OF LOS ANGELES
 CORE TRAINING PLAN
 PY 92-93

FOR CITY USE ONLY

DATE	_____
APPROVED	_____
AMENDMENT	_____
NO.	_____

AGENCY NAME _____

DATE SUBMITTED _____

PAGE ____ OF ____

INFORMATION FOR PAYMENT PLAN

COMPLETE FOR CT ONLY

COURSE NAME OR OCCUPATIONAL TARGET	ACTIVITY	DOT CODE	TRAINING HOURS BY ACTIVITY		WAGE AT PLACMT	NUMBER OF PARTICIPANTS			STUDENT: TEACHER RATIO	CERTIFIED TEACHER (Y/N)	SCHEDULE i.e. M - F 9:00-12:00	TYPE OF WORKSITE TRAIN.
						ADULT	YOUTH	TOTAL				
TOTALS												

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YEC (JSS:CT) - Youth Employment Competency: Job Specific Skills Classroom Training

YEC (JSS:Worksite) - Youth Employment Competency: Job Specific Skills Worksite Training

NOTE: If you are providing a combination of YEC activities please enter on a separate line eg. YEC(BST/JSS:worksite)

NON-YEC (PE/EEE) - Pre-employment/Entry Employment Experience (includes Try-Out Employment) which is not part of a YEC program and for which the outcome is placement

3. DOT Code: Enter the DOT Code for all occupational courses or occupational targets (worksite training) listed. The DOT code should be the same one shown on the SAP. DOT Codes are not required for CT(BST), CT(GED), CT(ESL), CT(VESL), YEC (PE/WM), or YEC (BST).

4. Training Hours By Activity: List training hours by activity for all courses or occupational targets. If there is only one activity eg. CT (JSS), enter the total hours for this activity in the left column. If the design is for multiple activities (combination programs), enter the hours for the first activity on the left and the second activity on the right (eg. CT/OJT has two activities, CT:200 hrs and OJT:300 hrs; the entry would read 200 hrs/300 hrs; If this were an OJT/CT program, the entry would read 300 hrs/200 hrs). Note: For YEC programs which provide both PE/WM and Job Specific Skills utilizing worksite training, the time for each component must be discrete so that when added together, the result is the total core training time.

5. Wage At Placement: Enter wage at placement for all courses or occupational targets (worksite training) listed. DOL requires that this wage reflect at least the minimum entry level wage in the labor market area for this occupation. At the time of negotiations, please be prepared to discuss how this wage was determined. The objective of this information is to negotiate a wage which will be included in the payment plan.

6. Number of Participants: Enter anticipated number of participants by adult and youth for each course or occupational target (worksite training) listed.

**City of Los Angeles Youth and Employment Services Division
 SKILLS ACQUISITION PLAN (SAP)/COMPETENCY ACQUISITION PLAN (CAP)
 WORKSITE TRAINING**

OJT () LWE () TOE () EEE ()

TRAINING PLAN

Page 1 of _____

ADULT () YOUTH () ADULT & YOUTH ()

Contractor Name _____

Occupational Target _____ DOT Code _____

This component is combined with Classroom Training: Job-Specific. YES () NO ()

This plan is for YEC. YES () NO ()

Total Worksite Training Hours _____ Hours per Week _____

Occupational Lead Statement

Enrollment Criteria

General Educational Development (GED)	
Math _____	Language _____
Specific Vocational Preparation (SVP) _____	

For City Use Only	
Worksite Training Agreement Approved	
by _____	
Date / /	

For City Use Only	
Submitted by _____	Date / /
Tentative Approval by _____	Date / /
Final Approval by _____	Date / /
Amended _____	Date / /
Amended _____	Date / /

INSTRUCTIONS FOR COMPLETING THE SKILLS ACQUISITION PLAN FOR WORKSITE TRAINING

GENERAL INSTRUCTIONS

1. Complete one Worksite Training Skills Acquisition Plan (SAP) for each type of worksite training you propose.
2. The SAP form has two pages. Each completed SAP should contain one cover sheet or first page and as many second pages as you need to provide all the information requested.
3. A City-approved Competency Acquisition Plan (CAP) may be substituted for a SAP if all aspects of the program are the same.
4. Copy DOT codes, occupational titles, and occupational groups directly from the Dictionary of Occupational Titles. Check for accuracy and completeness.*
5. Occupational target shall be defined as a nine-digit DOT occupational title.*
6. Please do not leave any item on this form blank. If an item does not apply to your program, put N/A.
7. The shaded boxes at the bottom of page one will be completed by City staff.

*Refer to the Dictionary of Occupational Titles handout for more information.

LINE-BY-LINE INSTRUCTIONS

1. Place an X in one of the spaces provided to indicate the type of worksite training covered in this SAP.
2. When you have completed the SAP for this component, fill in the total number of pages you have prepared.
3. Place an X in one of the spaces provided to indicate whether this course is offered to adults only, youth only, or to both adults and youth.
4. Fill in the full name of your organization. Include on the same line any acronym or alternate title by which you are known.
- 5a. Indicate the occupational target for which worksite training will be provided. See General Instructions 4 and 5 above.

**City of Los Angeles Youth and Employment Services Division
 SKILLS ACQUISITION PLAN (SAP)/COMPETENCY ACQUISITION PLAN (CAP)
 CLASSROOM TRAINING**

- () BASIC SKILLS
- () GED PREP
- () ENGLISH AS A SECOND LANGUAGE (ESL)
- () VOCATIONAL ENGLISH AS A SECOND LANGUAGE (VESL)

TRAINING PLAN

ADULT () **YOUTH** () **ADULT & YOUTH** ()

Page 1 of _____

Instructor Name _____

Skill Area: Reading () Math () Language () _____ ()

Occupational Target _____ **DOT Code** _____

Course Title/Competency Area _____

Total Hours _____ **Hours per Week** _____

Enrollment Criteria

015

For City Use Only	
Submitted by _____	Date / /
Tentative Approval by _____	Date / /
Final Approval by _____	Date / /
Amended _____	Date / /
Amended _____	Date / /

Assessment Information	
Pre-assessment _____	
Score _____	
Post-assessment _____	
Score _____	

General Educational Development (GED)	
Math _____	Language _____
Specific Vocational Preparation (SVP) _____	

INSTRUCTIONS FOR COMPLETING THE SKILLS ACQUISITION PLAN FOR CLASSROOM TRAINING : BASIC SKILLS/GED PREP/ESL/VESL

GENERAL INSTRUCTIONS

1. Complete one Classroom Training: Basic Skills/GED Prep/ESL/VESL Skills Acquisition Plan (SAP)/Competency Acquisition Plan (CAP) for each separate course component you propose.
 2. The SAP form has two pages. Each completed SAP should contain one cover sheet or first page and as many second pages as you need to provide all the information requested.
 3. A City-approved Competency Acquisition Plan (CAP) may be substituted for a SAP if all aspects of the program are the same.
 4. Copy DOT codes, occupational titles, and occupational groups directly from the Dictionary of Occupational Titles. Check for accuracy and completeness. This information is required only for VESL programs or for Basic Skills courses that have been specifically targeted for a particular occupational title or occupational group.*
 5. Occupational target shall be defined as a nine-digit DOT occupational title *
 6. Please do not leave any item on this form blank. If an item does not apply to your program, put N/A.
 7. The shaded boxes at the bottom of page one will be completed by City staff.
- * Refer to the Dictionary of Occupational Titles handout for more information.

LINE-BY-LINE INSTRUCTIONS

1. Place an X in one of the spaces provided to indicate whether this SAP is for Basic Skills, GED Prep, ESL, or VESL.
- 2a. Place an X in one of the spaces provided to indicate whether this course is offered to adults only, youth only, or to both adults and youth.
- 2b. When you have completed the SAP for this course, fill in the total number of pages you have prepared.

Be specific.

13. List the assessment instrument(s) used to measure acquisition of each skill. Indicate the minimum score required for skill acquisition or competency.

If you need any further assistance to complete this form, please contact :

Pat Holeman

237-1747

**City of Los Angeles Training and Job Development Division
 SKILLS ACQUISITION PLAN (SAP)/COMPETENCY ACQUISITION PLAN (CAP)
 CLASSROOM TRAINING: JOB-SPECIFIC SKILLS (CT-JSS)**

TRAINING PLAN

ADULT () YOUTH () ADULT & YOUTH ()

Page ___ of ___

Contractor Name _____

Course Title/Competency Area _____

Occupation _____ DOT Code _____

Other Relevant DOT Codes _____

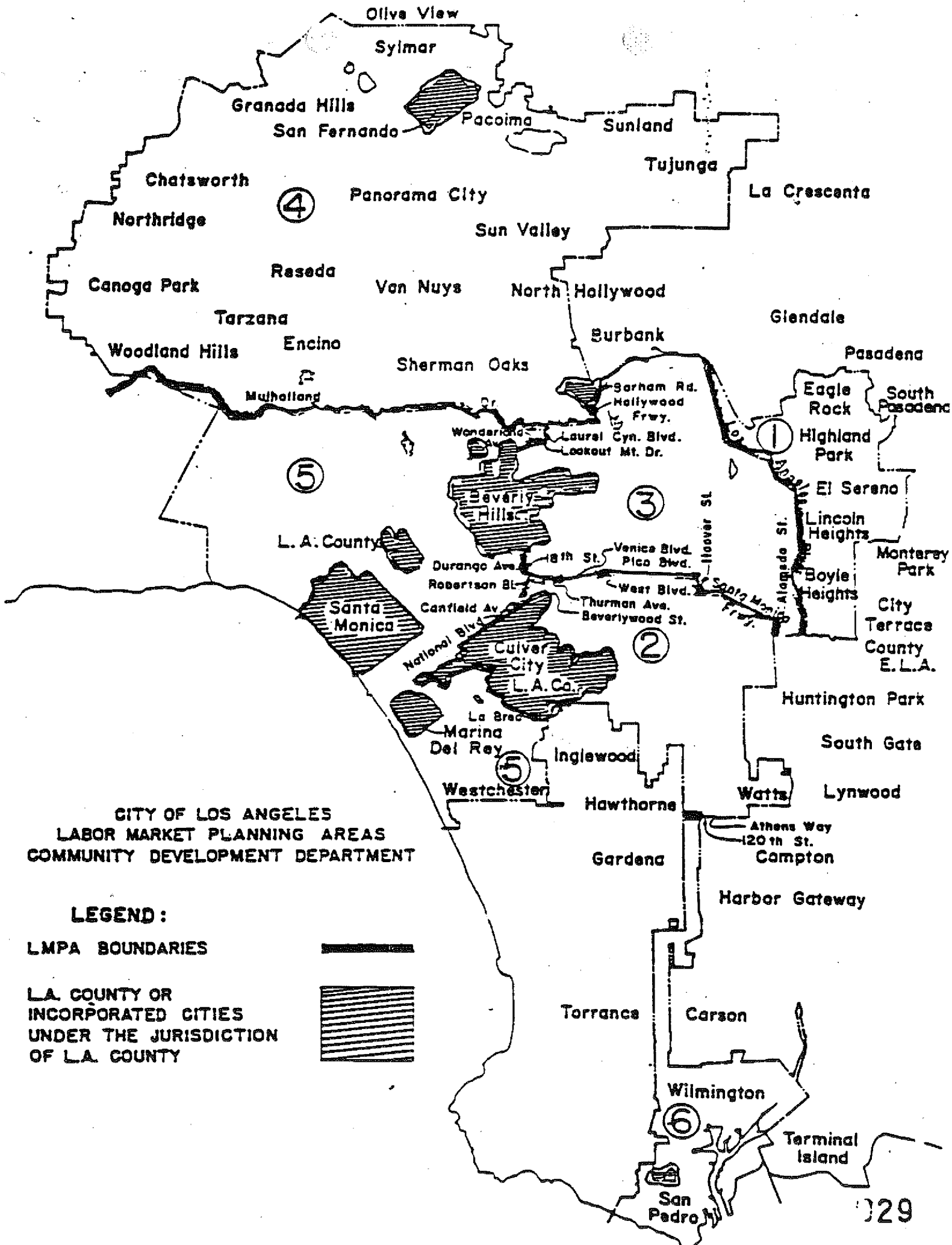
no.	SKILLS/COMPETENCIES PARTICIPANT WILL DEMONSTRATE THE ABILITY TO	INDICATORS/BENCHMARKS PARTICIPANT WILL DEMONSTRATE THIS ABILITY BY	CURRICULUM REFERENCES / CLASSROOM ACTIVITIES	METHODS & STANDARDS OF ASSESSMENT AND DOCUMENTATION
021				

- 4a. Indicate the occupation for which this course provides training. See General Instructions 4 and 5 above.
- 4b. Indicate the nine-digit DOT code which matches the occupation on line 4a. This DOT code must be the same as that contained on the Training Plan. See General Instructions 4 and 5 above.
5. List other relevant nine-digit DOT codes (if applicable) for which this CT-JSS is specifically targeted.
- 6a. Place an X in the correct space to indicate whether this component is combined with worksite training.
- 6b. If your answer to 6a is YES, fill in the abbreviation (i.e. OJT, LWE) to indicate the worksite training type. Be certain that you have prepared a separate SAP for that worksite component.
7. Place an X in the correct space to indicate whether or not this plan is for YEC.
- 8a. Indicate the total CT-JSS hours; that is, the number of hours required to present the entire curriculum according to the course outline or curriculum guide. We recognize that the given hours for each participant may vary from this figure.
- 8b. Fill in the number of hours per week that a participant enrolled in this course would be expected to attend class.
9. Copy the occupational lead statement directly from the Dictionary of Occupational Titles. The occupational lead statement is the first sentence of the definition. It is followed by a colon (:). The lead statement is a summary of the entire occupation. If you have listed other relevant DOT codes on line 5, list their lead statements here also, in order.
10. List the enrollment criteria for this CT-JSS. Include any criteria you have for entry into your general program (apart from JTPA eligibility requirements.)
11. Number the skills/competencies you have entered in column 12.
12. List the skills/competencies participants will acquire as a result of the training you provide. These skills/competencies must be stated in performance terms. Word the statements to follow from the phrase contained in the column heading: "The participant will demonstrate the ability to . . ."

F. LINE-ITEM BUDGET

Contractor Name: _____

INSTRUCTION Present a chart of your complete organizational structure for the JTPA Program. Graphically describe the lines of authority and responsibility related to the proposed program. Include direct program staff, supervisor(s), manager(s) and administrative support staff. Show the job title and number of Full Time Equivalent (FTE) positions. When position is vacant, please indicate "to be hired" and give expected hiring date.



**CITY OF LOS ANGELES
LABOR MARKET PLANNING AREAS
COMMUNITY DEVELOPMENT DEPARTMENT**

LEGEND:

LMPA BOUNDARIES



**L.A. COUNTY OR
INCORPORATED CITIES
UNDER THE JURISDICTION
OF L.A. COUNTY**



**INSTRUCTIONS FOR COMPLETING THE LINE ITEM BUDGET
PERSONNEL JUSTIFICATION**

PROVIDE DETAILED AND CONCISE INFORMATION FOR EACH POSITION JUSTIFYING HOW THE PROPOSED JTPA STAFFING PATTERN AND COSTS SHOWN IN PERSONNEL EXPENSES, ARE REASONABLE AND NECESSARY. FOLLOW THE INSTRUCTIONS SHOWN BELOW.

1. In column 1, identify the job title, consistent with your Personnel budget and the organization chart.
2. In column 2, identify the FTE percent, consistent with your Personnel budget.
3. In column 3, summarize position responsibilities. What are the everyday duties of this position? Will they be working on the adult, youth or Competency Based Youth program?
4. In column 4, identify the average annual participant case load for each position. Calculate this figure as follows:
 - Step 1: Identify the total number of enrollees, consistent with your training plan.
 - Step 2: Divide this figure by your FTE percent for this position.
 - Step 3: Enter the result in Column 4.Indicate "0" for positions which do not have direct interface with the participant.
5. In column 5, justify the reasonableness and need of each position. Why is the position necessary? How will the position help you meet your proposed delivery of services and performance standards? Why is the number of FTE's you have proposed for the position necessary and reasonable?

City of Los Angeles, Youth and Employment Services Division

Personnel Justification-Page 2 of 2

Contractor name:

Column 1	2	3	4 *	Total number of enrollees: 5
Job Title	FTE %	Position Responsibilities	Annual Participant Case Load	Position Justification

033

* Applies to positions with participant interaction only.

City of Los Angeles. Youth and Employment Services Division

A	B	C	D	E	F	G	H	I
---	---	---	---	---	---	---	---	---

**Line-Item Budget. General Operating Expenses
Supporting Schedule-Page 2 of 2**

Contractor name: _____

Budget Period: 01/01/93 - 06/30/94

EXPENSE INVENTORY

c. FACILITIES - cost per square foot

Identify the total cost for each facility that will be used to support the JTPA program proposed for funding. These facilities must be listed on your Geographic Service and Facility Plan - page 2. Include utility and maintenance charges in the total cost.

Facility	Total facility cost (1)	Total square footage	Cost per square foot	JTPA square footage	Total JTPA cost	Admin.	Retraining	Basic Readj.
	\$	ft.	\$	ft.	\$	\$	\$	\$
Subtotal	\$	ft.	\$	ft.	\$	\$	\$	\$

d. STAFF TRAVEL & TRAINING

Specify mileage, transportation, travel and training costs for project staff.

	Total	Admin.	Retraining	Basic Readj.
	\$	\$	\$	\$
Subtotal	\$	\$	\$	\$

e. OTHER COSTS

Identify and justify all other costs not already specified.

	Total	Admin.	Retraining	Basic Readj.
Profit Margin (For-Profit applicants)	%			
	%			
Subtotal	\$	\$	\$	\$

(1) Rent/Depreciation expense.

G. AFFIDAVITS AND CERTIFICATIONS

AFFIDAVIT II

CORPORATION RESOLUTION TO:

- 1. Participate in the RFP process
- 2. Authorize legal signature

All applicant agencies must complete this affidavit which affirms a formal Corporation Resolution by the Board of Directors to: (1) Apply for funds from the City of Los Angeles (2) Enter into negotiations with the City for the same and (3) Identify the individual authorized to negotiate on behalf of the Corporation and sign all legal documents in conjunction with this proposal and project. Please attach a copy of the minutes of the Board of Directors meeting at which the following actions were taken

On _____, 1992 the Board of Directors of
(date of Board of Directors Action)

_____, a California Non-Profit
(Name of Organization)

Corporation adopted the following resolutions:

Resolved: That this corporation apply and enter into negotiations with the City of Los Angeles for \$_____,
(amount of funds requested)
under Title III, Civil Unrest Project.

Resolved: further, that

(Names of the Person)

(Title)

is hereby authorized and directed on behalf of this corporation to submit, negotiate and execute any and all instruments which are necessary to complete this proposal and subsequent contract in conjunction with this proposal.

Date _____, 1992 at _____
(Month, Day) (City, California)

(Corporate Seal)

I certify or declare under penalty of perjury that the foregoing is true and correct.

Signature

Type or Print Name

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans
and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL "Disclosure Form to Report Lobbying" in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
4. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352 Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

AGREEMENT NUMBER _____

CONTRACTOR/BORROWER/AGENCY

NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

SIGNATURE

DATE

INSTRUCTIONS FOR COMPLETION OF SF-LLL DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Use the SF-LLL-A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subinstruments, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee", then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number, Invitation for Bid (IFB) number, grant announcement number, the contract, grant, or loan award number, the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action.
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
12. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
13. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.
14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted or the officer(s), employee(s), or Member(s) of Congress that were contacted.
15. Check whether or not a SF-LLL-A Continuation Sheet(s) is attached.
16. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503

**CERTIFICATION REGARDING
DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION
LOWER TIER COVERED TRANSACTIONS**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98. Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160 - 19211).

(READ ATTACHED INSTRUCTIONS FOR CERTIFICATION BEFORE COMPLETING)

1. The prospective recipient of Federal assistance funds certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

AGREEMENT NUMBER _____

CONTRACTOR/BORROWER/AGENCY

NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

SIGNATURE

DATE

COMPANY/ORGANIZATION NAME

The contractor or grant recipient named above hereby certifies compliance with Government Code Section 8355 in matters relating to providing a drug-free workplace. The above named contractor

1. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations, as required by Government Code Section 8355(a).
2. Establish a Drug-Free Awareness Program as required by Government Code Section 8355(b) to inform employees about all of the following:
 - (a) The dangers of drug abuse in the workplace,
 - (b) The person's or organization's policy of maintaining a drug-free workplace,
 - (c) Any available counseling, rehabilitation and employee assistance programs, and
 - (d) Penalties that may be imposed upon employees for drug abuse violations.
3. Provide as required by Government Code Section 8355(c) that every employee who works on the proposed contract or grant:
 - (a) Will receive a copy of the company's drug-free policy statement, and
 - (b) Will agree to abide by the terms of the company's statement as a condition of employment on the contract or grant.

CERTIFICATION

I, the official named below, hereby swear that I am duly authorized legally to bind the contractor or grant recipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.

OFFICIAL'S NAME

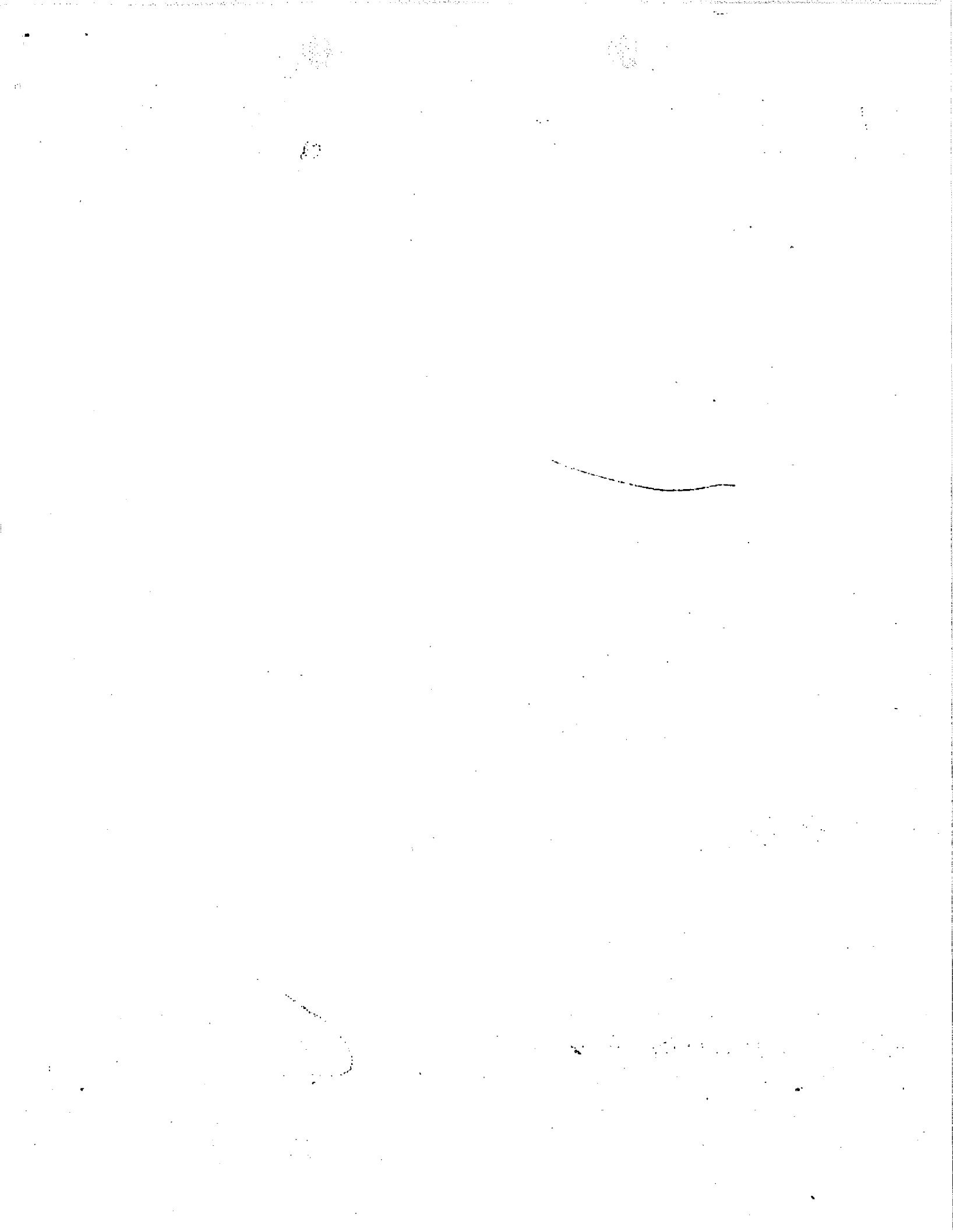
DATE EXECUTED

EXECUTED IN THE COUNTY OF

CONTRACT OR GRANT RECIPIENT SIGNATURE

TITLE

FEDERAL ID. NUMBER



me

CITY OF LOS ANGELES
CALIFORNIA



TOM BRADLEY
MAYOR

Office of
CITY CLERK
Council and Public Services
Room 395, City Hall
Los Angeles, CA 90012
Council File Information - 485-5703
General Information - 485-5705

Pat Letcher
Chief Legislative Assistant

ELIAS MARTINEZ
City Clerk

J. Michael Carey
Executive Officer

When making inquiries
relative to this matter
refer to File No.

92-0832-S40

CD's 1, 8 & 9

April 6, 1993

*agreements picked up by:
Bob Adams*

Mayor's Office Criminal Justice Planning (pickup agreements)
Councilmember Hernandez Police Department
Councilmember Ridley-Thomas Department of Environmental Affairs
Councilmember Walters Controller, Room 220
Chief Legislative Analyst Accounting Division, F & A
City Administrative Officer Disbursement Division
City Attorney

RE: GRANT APPLICATION/AWARD FOR THE CITY OF LOS ANGELES' COMMUNITY PROJECTS
FOR RESTORATION, FORMERLY WEED AND SEED

At the meeting of the Council held March 23, 1993, the following
action was taken:

Attached motion adopted (Ridley-Thomas - Alatorre) to approve the LAPD's Recommendations, with amended application/award dated 3-19-93.....	_____ X _____
Ordinance adopted.....	_____
Motion adopted to approve attached report.....	_____
" " " " " communication.....	_____
To the Mayor for concurrence.....	_____
To the Mayor FORTHWITH.....	_____
Acting Mayor concurred.....	_____ 4-2-93 _____
Appointment confirmed.....	_____
Findings adopted.....	_____
Negative Declaration adopted.....	_____
Categorically exempt.....	_____
Generally exempt.....	_____
EIR certified.....	_____
Tract map approved for filing with the County Recorder.....	_____
Parcel map approved for filing with the County Recorder.....	_____
Bond approved is No. _____ of Contract.....	_____

Elias Martinez

City Clerk
bs

PLACE IN FILES

APR 13 1993

me
DEPUTY

steno\920832.40

F/K - 4/8/93 (alg)



CITY HALL
LOS ANGELES, CALIFORNIA 90012
(213) 485-3311

OFFICE OF THE MAYOR

TOM BRADLEY
MAYOR

cc
APR 24 1992

Council of the City of Los Angeles

Honorable Members:

I concur in your action of March 23, 1993, and hereby approve submission of the attached grant application/award for the City of Los Angeles Community Projects for Restoration to the Department of Justice, in the amount of \$789,181, for the period April 1, 1993 through March 31, 1994.

In addition, I approve all other recommendations specified in the attached Motion.

Council File No. 92-0832, Supplement No. 40, together with the executed grant application/award, is returned herewith.

Yours truly,

John Ferraro
JOHN FERRARO
Acting Mayor

JF:11c
Attachments

APR 06 1993

CITY OF LOS ANGELES

CALIFORNIA



TOM BRADLEY
MAYOR

ELIAS MARTINEZ
City Clerk

J. Michael Carey
Executive Officer

When making inquiries
relative to this matter
refer to File No.

92-0832-S40

CD's 1, 8 & 9

Office of
CITY CLERK
Council and Public Services
Room 395, City Hall
Los Angeles, CA 90012
Council File Information - 485-5703
General Information - 485-5705

Pat Letcher
Chief Legislative Assistant

March 29, 1993

Honorable Tom Bradley, Mayor (with file)

RE: GRANT APPLICATION/AWARD FOR THE CITY OF LOS ANGELES' COMMUNITY PROJECTS
FOR RESTORATION, FORMERLY WEED AND SEED

At the meeting of the Council held March 23, 1993, the following
action was taken:

- Attached motion adopted (Ridley-Thomas - Alatorre) to approve
the LAPD's Recommendations, with amended application/award
dated 3-19-93... X
Ordinance adopted...
Motion adopted to approve attached report...
" " " " communication...
To the Mayor for concurrence... X
To the Mayor FORTHWITH...
Mayor concurred...
Appointment confirmed...
Findings adopted...
Negative Declaration adopted...
Categorically exempt...
Generally exempt...
EIR certified...
Tract map approved for filing with the County Recorder...
Parcel map approved for filing with the County Recorder...
Bond approved is No. of Contract...
Resolution of acceptance of future street to be known as
adopted...
Attach a copy of follow-up Department Report to file...
Agreement mentioned therein is/are No.
of contracts...

Elias Martinez
City Clerk
bem

RECEIVED
MAYOR
ANTON CALLEJA
1993 MAR 31 AM 9:38

steno\920832.40

VERBAL MOTION

I HEREBY MOVE with respect to the attached Communication from the Chairperson and Member, Ad Hoc Committee on Recovery and Revitalization SUBMITTED WITHOUT RECOMMENDATION relative to the impact of use of (\$789,181) of the law enforcement component funds under the Community Projects for Restoration (CPR), formerly Weed and Seed, that Council ADOPT the recommendations of the Police Department and submit the grant application/award, as amended 3-19-93, to the Department of Justice, SUBJECT TO THE APPROVAL OF THE MAYOR, as follows:

1. APPROVE the Department of Justice grant Application/Award for the City of Los Angeles Community Projects for Restoration (CPR), for the period April 1, 1993 to March 31, 1994, subject to the approval of the City Attorney as to form and legality.
2. AUTHORIZE the Mayor to execute the Application/Award in the amount of \$789,181, as amended 3-19-93 (copy attached to CF 92-0932 S4), and submit the grant application for Federal assistance under the CPR Program to the U. S. Department of Justice on behalf of the City.

PRESENTED BY

MARK RIDLEY-THOMAS
Councilmember, 8th District

SECONDED BY

RICHARD ALATORRE
Councilmember, 14th District

March 23, 1993

CF 92-0832 S4
Attachment

calagend\92-0832.mot

** MOTION*
ADOPTED

MAR 23 1993

LOS ANGELES CITY COUNCIL

MAYOR WITH FILE

COMMUNICATION

TO: LOS ANGELES CITY COUNCIL File No. 92-0832-S40
FROM: COUNCIL MEMBER MARK RIDLEY-THOMAS, Chairperson
AD HOC COMMITTEE ON RECOVERY AND REVITALIZATION

Public Comments Yes No
 XX

COMMUNICATION FROM THE CHAIRPERSON AND MEMBER, AD HOC COMMITTEE ON RECOVERY AND REVITALIZATION relative to the use of (\$789,181) of the law enforcement component funds under the Community Projects for Restoration (CPR).

SUBMITTING WITHOUT RECOMMENDATION the Los Angeles Police Department (LAPD) report dated March 17, 1993 relative to a grant application/award for the City of Los Angeles' Community Projects for Restoration, formerly Weed and Seed.

Summary:

On March 18, 1993, the Ad Hoc Committee on Recovery and Revitalization considered the LAPD report dated March 17, 1993 regarding the use of \$789,181 in CPR funding. LAPD's report is the result of numerous meetings in the target areas affected by the 1992 civil unrest. These meetings were conducted at the request of the Ad Hoc Committee.

At the March 18, 1993 Ad Hoc Committee meeting, discussion centered on the proposals enumerated at the CPR Steering Committee meeting of March 12, 1993. The Chairperson stressed the importance of incorporating the specific recommendations resulting from the testimony received at these community meetings.

The Chairperson felt this was especially important since the funding will be distributed in equal parts among the three target areas within Pico-Union and South Central Los Angeles. The intent is to delineate the specific uses of the funding for each target area to coincide with the individual community's priorities. For example, the Pico-Union community expressed interest in a mobile sub-station and Spanish classes for the officers. The Chairperson stated that the South Central community focused on:

- o More visible placement of LAPD sub-stations
- o Better use of reserve officers

- o Sensitivity training for the officers working the target area
- o Availability of translators at police stations
- o Increased bicycle and foot patrols particularly on days with high crime activity such as the first and 15th of each month.
- o Augmentation of the DARE program for the pilot phase of this program
- o Community base policing, etc.

Council Member Rita Walters asked if constituents in the Ninth Council District that comprise a target area in South Central Los Angeles were participants and if their concerns would be addressed. (Most of the South Central Los Angeles target areas are in the Eighth Council District.) LAPD's representative could not provide a definitive response because speakers at the community meetings did not identify themselves as such. She expressed concern that this group's concerns and needs not be neglected.

Consideration of the law component of the "Weed and Seed" program by the Ad Hoc Committee began on September 17, 1991. At this time, the Ad Hoc Committee considered recommendations for the use of the \$789,811 submitted by the Mayor's Office of Criminal Justice Planning. The Ad Hoc Committee determined not to take any action on the matter pending community input and instructed LAPD to conduct the community meetings.

Prior to LAPD's community meetings, the Ad Hoc Committee held two public hearings in the target areas. Community input was negative on the uses proposed by the Mayor's Office of Criminal Justice Planning. Also, strong opposition was voiced regarding the name "Weed and Seed", particularly "Weed" as conceived in this program named by the Bush Administration. Under the Clinton Administration, the name was changed to CPR with a new objective for the law component proposed.

It is this new proposal that the Ad Hoc Committee felt was not sufficiently delineated in LAPD's March 18, 1993 report. For this reason, the Ad Hoc Committee submits this report without recommendation. LAPD was instructed to accommodate, in specific

terms, the concerns voiced at the community meetings and present the new report to the City Council for consideration on March 19, 1993.

Respectfully submitted,

AD HOC COMMITTEE ON RECOVERY AND REVITALIZATION

Mark Ridley-Thomas

Rita Walters

Council Member Mark Ridley-Thomas, Chairperson
Council Member Rita Walters, Member

SLG
3/18/93
CD 1, 8 & 9
#920832.40

MAR 19 1993 - Continued to **MAR. 23, 1993**

MAR 23 1993 - MOTION (R-T-ALANAF) ADOPTED
TO APPROVE LAPD'S RECOMMENDATIONS,
W/AMENDED APPLICATION/AWARD
dated 3-19-93
(SEE ATTACHED MOTION)

APPLICATION FOR FEDERAL ASSISTANCE

#54

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction Preapplication <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction	2. DATE SUBMITTED	Applicant Identifier
	3. DATE RECEIVED BY STATE	State Application Identifier
	4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier

5. APPLICANT INFORMATION

Legal Name: City of Los Angeles	Organizational Unit: Police Department
--	---

Address (give city, county, state, and zip code): 200 North Spring Street Los Angeles, CA 90012	Name and telephone number of the person to be contacted on matters involving this application (give area code): Criminal Justice Planning Mike Thompson (213) 485-4425
--	---

6. EMPLOYER IDENTIFICATION NUMBER (EIN): [] [] - [] [] [] [] [] [] [] []	7. TYPE OF APPLICANT: (enter appropriate letter in box) <input type="checkbox"/> <ul style="list-style-type: none"> A. State B. County C. Municipal D. Township E. Interstate F. Intermunicipal G. Special District H. Independent School Dist. I. State Controlled Institution of Higher Learning J. Private University K. Indian Tribe L. Individual M. Profit Organization N. Other (Specify): _____
--	--

8. NAME OF FEDERAL AGENCY:

10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: [] [] [] [] [] [] [] [] [] []	11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: City of Los Angeles Community Projects for Restoration
--	--

12. AREAS AFFECTED BY PROJECT (cities, counties, states, etc.):
City of Los Angeles

13. PROPOSED PROJECT: Start Date: 4-1-93 Ending Date: 3-31-94	14. CONGRESSIONAL DISTRICTS OF: a. Applicant b. Project
--	--

15. ESTIMATED FUNDING: <table border="1"> <tr><td>a. Federal</td><td>\$</td><td>.00</td></tr> <tr><td>b. Applicant</td><td>\$</td><td>.00</td></tr> <tr><td>c. State</td><td>\$</td><td>.00</td></tr> <tr><td>d. Local</td><td>\$</td><td>.00</td></tr> <tr><td>e. Other</td><td>\$</td><td>.00</td></tr> <tr><td>f. Program Income</td><td>\$</td><td>.00</td></tr> <tr><td>g. TOTAL</td><td>\$</td><td>.00</td></tr> </table>	a. Federal	\$.00	b. Applicant	\$.00	c. State	\$.00	d. Local	\$.00	e. Other	\$.00	f. Program Income	\$.00	g. TOTAL	\$.00	16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? a. YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: DATE _____ b. NO. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E.O. 12372 <input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW
a. Federal	\$.00																				
b. Applicant	\$.00																				
c. State	\$.00																				
d. Local	\$.00																				
e. Other	\$.00																				
f. Program Income	\$.00																				
g. TOTAL	\$.00																				
17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> Yes If Yes, attach an explanation. <input type="checkbox"/> No																						

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED

a. Typed Name of Authorized Representative Tom Bradley	b. Title Mayor	c. Telephone number (213) 485-5775
d. Signature of Authorized Representative		e. Date Signed

BUDGET INFORMATION — Non-Construction Programs

SECTION A — BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Community	---	\$ ---	\$ ---	\$ 789,181	\$ 0	\$ 789,181
2. Projects for Restoration (CPR)						
3.						
4.						
5. TOTALS		\$ ---	\$ ---	\$ 789,181	\$ 0	\$ 789,181

SECTION B — BUDGET CATEGORIES

6 Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) CPR	(2)	(3)	(4)	
a. Personnel	\$ 445,664	\$ ---	\$ ---	\$ ---	\$ ---
b. Fringe Benefits	---				
c. Travel	---				
d. Equipment	292,800				
e. Supplies	25,898				
f. Contractual	---				
g. Construction	---				
h. Other	---				
i. Total Direct Charges (sum of 6a - 6h)	764,362				
j. Indirect Charges	24,819				
k. TOTALS (sum of 6i and 6j)	\$ 789,181	\$ ---	\$ ---	\$ ---	\$ ---
l. Program Income	\$ 0	\$ ---	\$ ---	\$ ---	\$ 0

BUDGET NARRATIVE

PERSONNEL

Cash overtime for police services: \$445,664.00

Efforts will focus on police-community established priorities with particular emphasis on the reduction of violent crime.

EQUIPMENT

Three (3) community mobile sub-stations: \$210,000.00

The sub-stations will allow the Police Department to provide the local community with readily available access to police service. Further, it will allow for the flexibility and mobility necessary to be responsive to community needs as they change.

Sixteen (16) bicycles for bike patrol details: \$ 12,800.00

Bike patrols will provide high police visibility and crime suppression. Bike patrols are extremely mobile and have easier access than motor vehicles. This allows for quicker response to localized calls.

Three (3) computers and related software: \$ 54,000.00

Each Area will expand their existing crime analysis capabilities through a real time, on-line computer system that provides immediate and specific information pertaining to suspects and crime. This will enable the Department to more effectively focus resources on hard-core and repeat offenders.

Two (2) TV/VCR units: \$ 16,000.00

This equipment will be used in conjunction with local youth programs. The units will be used to show movies, which are not readily available in the target areas.

SUPPLIES

This will provide additional resources for youth programs. The funds will pay for uniforms and equipment for youth athletic programs and associated fees for career development trips. \$ 25,898.00

INDIRECT CHARGES

Administrative cost based on 5% of non-equipment expenditures: \$ 24,819.00

TOTAL \$789,181.00

MODIFICATIONS

In the execution of this grant, each of the three involved police Areas will from a Police-Community Council and that Council will meet at least monthly for the life of the grant. The Council will identify community problems, establish their priority and seek solutions to those problems. In some cases, existing resources will be used for problem resolution. In others, CPR funds will be used. In their problem-solving efforts, the Council may determine that the community would be better served by moving funds from one budget category to another, in which case the appropriate budget modification request will be submitted. Further, new problems may arise during the life of the grant requiring the Council to request a redistribution of fund allocations. Again, an appropriate budget modification request will be submitted.

NARRATIVE

PROBLEM STATEMENT

Los Angeles City encompasses 467 square miles with an ethnically diverse population of 3,485,000. Increased street crimes, including drug trafficking and gang activity, have resulted in a high rate of violent crime. This has so adversely affected certain neighborhood communities that some people feel it is no longer safe for children to walk to school or play in their front yards. Violent crime, coupled with physically and economically depressed areas which lack many basic community services, has created a problem that extends beyond existing police resources and capabilities.

Selected Communities

The two communities selected for this proposal have the highest crime problem in the City and were hit the hardest by the civil unrest.

The first target area is 7.5 square miles in the South Central part of Los Angeles. The population is 158,917, of which, 44% is Hispanic and 54% is Black. Juveniles represent 37% of the total population. The unemployment rate is over 16% with a 35% family poverty rate. There were 102 murders during the first six months of 1992.

The second target area is 5.5 square miles and identified as Pico-Union Koreatown. The population is 130,610, of which, 71% is Hispanic and 17% is Asian. Juveniles represent 29% of the total population. The unemployment rate is over 11% with a 35% family poverty rate. There were 47 murders during the first six months of 1992.

In addition, as result of the budget deficit, public youth services have been severely curtailed. Over 45% of the families in poverty are female headed households.

Need for Assistance

The recent civil unrest experienced in Los Angeles has severely intensified these problems. Many businesses have been destroyed resulting in the loss of jobs and leaving residents with limited local access to buy food, clothing, or other basic human necessities.

It is imperative that community members and governmental agencies work together to alleviate the crime problem, while restoring and revitalizing those communities most severely affected by these problems.

Objectives

The principal objective of this grant is to form a strong police-community bond within the three police Areas which serve the identified communities. Each of the command staffs for those three Areas will join with community members to form a Police-Community Council. Meeting at least monthly during the life of the grant, they will identify community problems, prioritize those problems and, using resources from this grant, develop plans to eliminate those problems. The overall objective will be to provide a safe and crime-free environment while revitalizing the selected neighborhoods.

The subordinate objectives are to:

- * Eradicate violent crime.
- * Enhance community-oriented policing.
- * Provide services for youth and their families to reduce the risk factors that breed crime and drug use.
- * Organize neighborhood revitalization efforts to eliminate blight.

RESULTS AND BENEFITS

In addition to providing a safe and crime-free environment while revitalizing the neighborhood, other benefits will evolve.

- * Local police and community members will form a partnership to identify problems, prioritize those problems and allocate CPR resources to resolve those problems.
- * Footbeat/bike patrols will build a one-on-one rapport with residents, thus leading to an improved relationship between the Police Department and the community.
- * Police participation in the youth programs will provide positive role models.
- * The reduction of violent crime in conjunction with community involved activities will ultimately instill a sense of community pride, while lessening resident fear.

APPROACH

The cornerstone of this proposal is the development of a police-community problem-solving strategy. Police-Community Councils will be formed in each of the three police Areas serving the identified communities. These Councils will meet at least

monthly during the life of the grant. They will identify community problems, establish their relative priority and develop strategies to attack those problems. In some cases, existing law enforcement or community resources may be used; in others, grant resources will be used.

This grant proposal converts grant funds into problem-solving resources such as mobile sub-stations, bicycle patrols and overtime police resources. In their problem-solving efforts, a local Council may determine that their community would be better served by moving funds from one resource to another. Further, as new problems arise, additional budget modifications may be required. This is the nature of a dynamic problem-solving method such as this and grant modifications will be submitted to accommodate those Council decisions.

Finally, this law-enforcement component will be utilized to support the larger social service component of this grant. Many social service programs will be enhanced under the portion of this grant designated for improved social services in these communities. Where their efforts are being hampered by law enforcement related problems, those problems will be weighed heavily in the Council's prioritization of community problems.

Plan of Action

Objective: Establish local Police-Community Councils

Activities:

- * A Police-Community Council will be established in each of the three police Areas serving the identified communities.
- * The membership of each Police Community Council will consist of local residents, business people, community group representatives and other individuals. They will be selected by the Area Commanding Officer with advice from the community at large and the affected City Council Office.
- * Each Council will meet at least monthly during the life of the grant to identify community problems, establish their priority and determine CPR resource utilization to eliminate identified problems.
- * Each Council may decide to reallocate their resources to ensure that grant funds remain effectively focused on their particular community problems. In those cases, appropriate budget modifications will be submitted.

- * Together, the members of each Council will administer the CPR funds for their community while remaining within their grant allocation and any limitations inherent in the grant.

Objective: Eradicate violent crime

Activities:

- * Advisory groups consisting of community members and local police officials will identify and prioritize local violent crime problems.
- * Current crime analysis capabilities will be expanded for each Area through a real-time, on-line computer system that provides immediate and specific information pertaining to suspects and crime. This will enable the Police Department to more effectively focus resources on career criminals.
- * Problem Analysis Committees will take those priorities and develop specific strategies to resolve those problems, using Crime Analysis information.

Objective: Enhance community oriented policing.

Activities:

- * Conduct meetings of property owners, including business owners, to educate them on pertinent issues and resources such as:

The FALCON (Focus Attack Linking Community Organizations and Neighborhoods) program, which targets narcotic "hot-spots" through property abatement as opposed to the traditional strategy of relying exclusively on arrest;

The STAND (Support Training Against Narcotic Dependency) program, a drug and narcotic education directed at the work place; and,

Educate business owners on the laws regarding building and safety and health code requirements and their responsibilities.

- * Each of the three police Areas may receive a mobile sub-station to provide the local community with readily available access to police services. This will allow for flexibility and the necessary mobility to be responsive to community needs

as they change.

- * Improve communication abilities by making Spanish language courses available to police personnel. (The average non-English speaking Hispanic population in the two targeted areas is 62%.) Spanish speaking officers can provide immediate and quality service this community.

NOTE: Any viable effort at community-based policing is predicated upon communication between field officers and the community. Although Los Angeles has an extremely large Spanish-speaking population, most officers lack fluent Spanish language skills. The Los Angeles Police Department initially proposed that about \$30,000 be spent to contract with the Los Angeles Unified School District Adult Education Department for Spanish language classes at each of the three police stations. The funding agency did not budget for the classes, but stated that an attempt will be made to find a federal agency to provide free Spanish lessons for police personnel. While we support that effort, the teaching source must be able to provide classes at each station two days per week on the three watches which comprise our 24 hour a day operation. Absent the ability to find a suitable federal resource, the Los Angeles Police Department intends to redirect \$30,000 from the Personnel Budget category to pursue the contract with the Los Angeles Unified School District for this critical service.

Objective: Provide services for youths and their families to reduce the risk factors that breed crime and drug use.

Activities:

Though each Police-Community Council will have to identify it's specific needs and solutions, services which have proven to be effective in the past include:

- * Youth/parent anti-drug programs offered through local, private and public, agencies such as the Scott Newman Center and the DARE program.
- * The Impact Program administered by the Los Angeles Unified School District. This is a referral and intervention program for youths and their families.
- * Parenting courses offered through the City Attorney Parental

Accountability Program, local schools and Youth-at-risk community-based agencies.

- * Movie theaters are virtually non-existent in the target Areas, but movies can be shown in local school auditoriums using equipment purchased through this grant.
- * Existing youth and family-related public, private and religious social services.
- * All social-funded programs from related agencies such as Education, Labor, Agriculture, Health and HUD. Many of which can provide jobs, health care, training and housing referrals.

Objective: Organize neighborhood revitalization efforts to eliminate blight.

Activities:

Blighted conditions will be addressed through cooperative efforts of the community, public agencies and the Police Department. Accomplishment may be achieved utilizing existing resources such as:

- * The Police Assisted Community Enhancement Program
- * Operation Clean-sweep
- * Sparkle Program
- * Formation of neighborhood groups to sponsor community involved beautification activities

GEOGRAPHIC LOCATION

Two target areas have been selected. The first of which is located in South Central Los Angeles and encompasses 7.5 square miles. The street borders are Vernon Avenue to the north, Century Boulevard to the south, Vermont Avenue to the west and Alameda Street to the east. This area falls within the Los Angeles Police Department Newton Division and 77th Division. Within each target area, a smaller impact area has been identified.

The second target area is located in the Pico/Union Koreatown area and encompasses 5.5 square miles. The street borders are Sixth Street to the north, Washington Boulevard to the south, Western Avenue to the west and the Harbor Freeway to the east. The main portion of the target area is in Rampart Division with a small portion in Wilshire Division. The smaller impact area

identified is located solely within Rampart Division.

Quarterly Projection

Program milestones will be established by the police community councils and results provided on a quarterly basis. The milestones may include the following:

- * Narcotic trends
- * Gang related crime data
- * Calls for Service
- * Gun prosecution statistics
- * Community accomplishments through advisory committees
- * Neighborhood groups organized
- * Spanish lesson progress
- * Youth oriented programs

EVALUATION

Overall program success can be measured by:

- * Community problems resolved
- * Survey of Police-Community Council members
- * Continued youth participation in programs
- * Independent and/or community/police sponsored survey of residents
- * Analysis of crime patterns

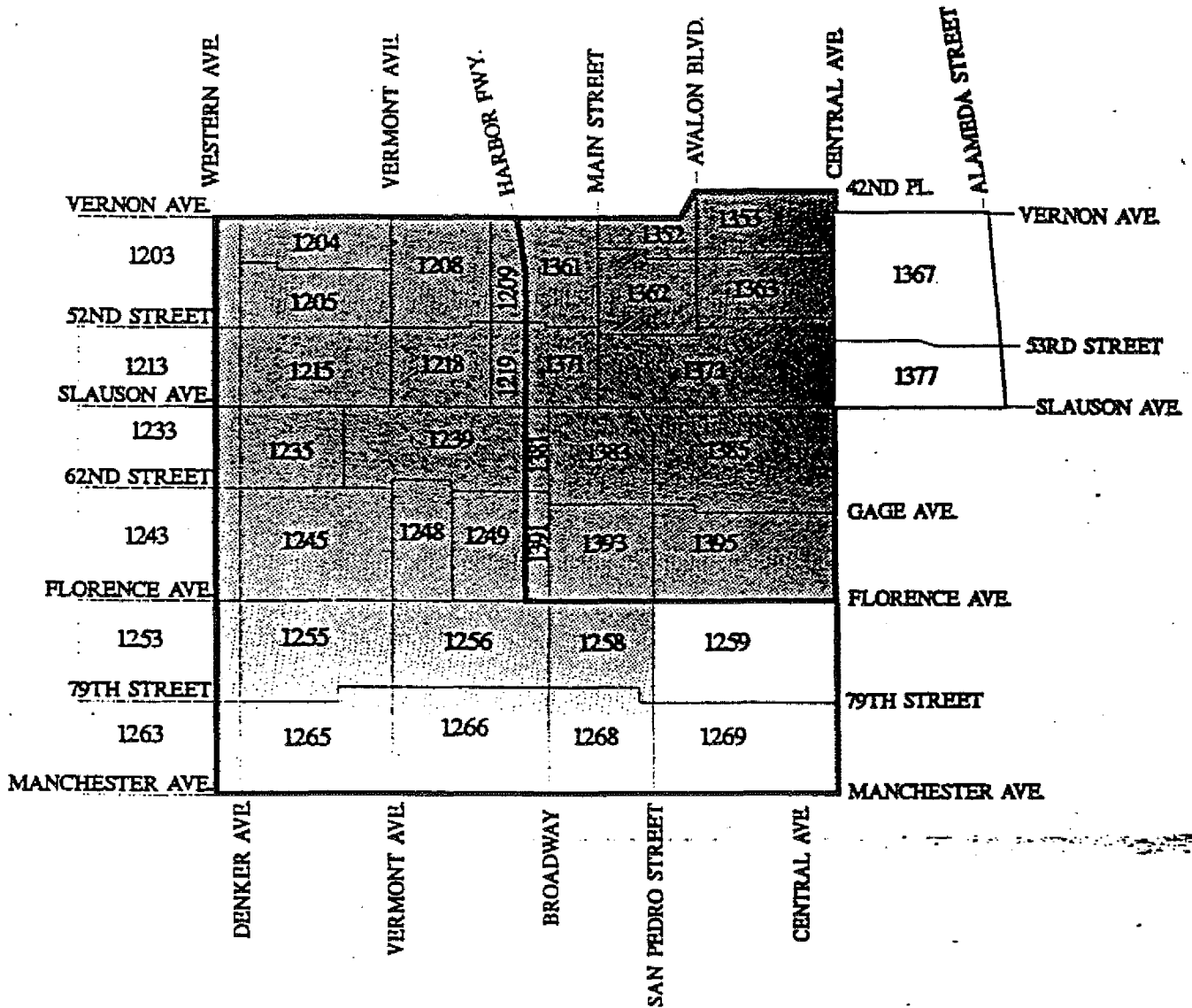
COORDINATION OF SERVICES AND WORKING RELATIONSHIPS

AGENCY/ORGANIZATION	ROLE
United States Attorney's Office	Community Projects for Restoration Project Director
Health Education	Social-Funded programs available for referrals
Department of Housing and Urban Development	Social-Funded programs available for referrals
City of Los Angeles/Office of Criminal Justice Planning	Administrative support, fiscal processing, and audits

<p>Los Angeles Unified School District or Federal equivalent</p>	<p>Teach Spanish language lessons. Provide facilities for youth programs.</p>
<p>Los Angeles Department of Recreation and Parks</p>	<p>Coordinate sports programs</p>
<p>Departments of Building and Safety, Public Works, and Transportation</p>	<p>Eradicate community blight</p>
<p>Operation Clean Sweep</p>	<p>Provide support services for graffiti paint-outs and City beautification projects</p>
<p>Scott Newman Center</p>	<p>Anti-drug program</p>

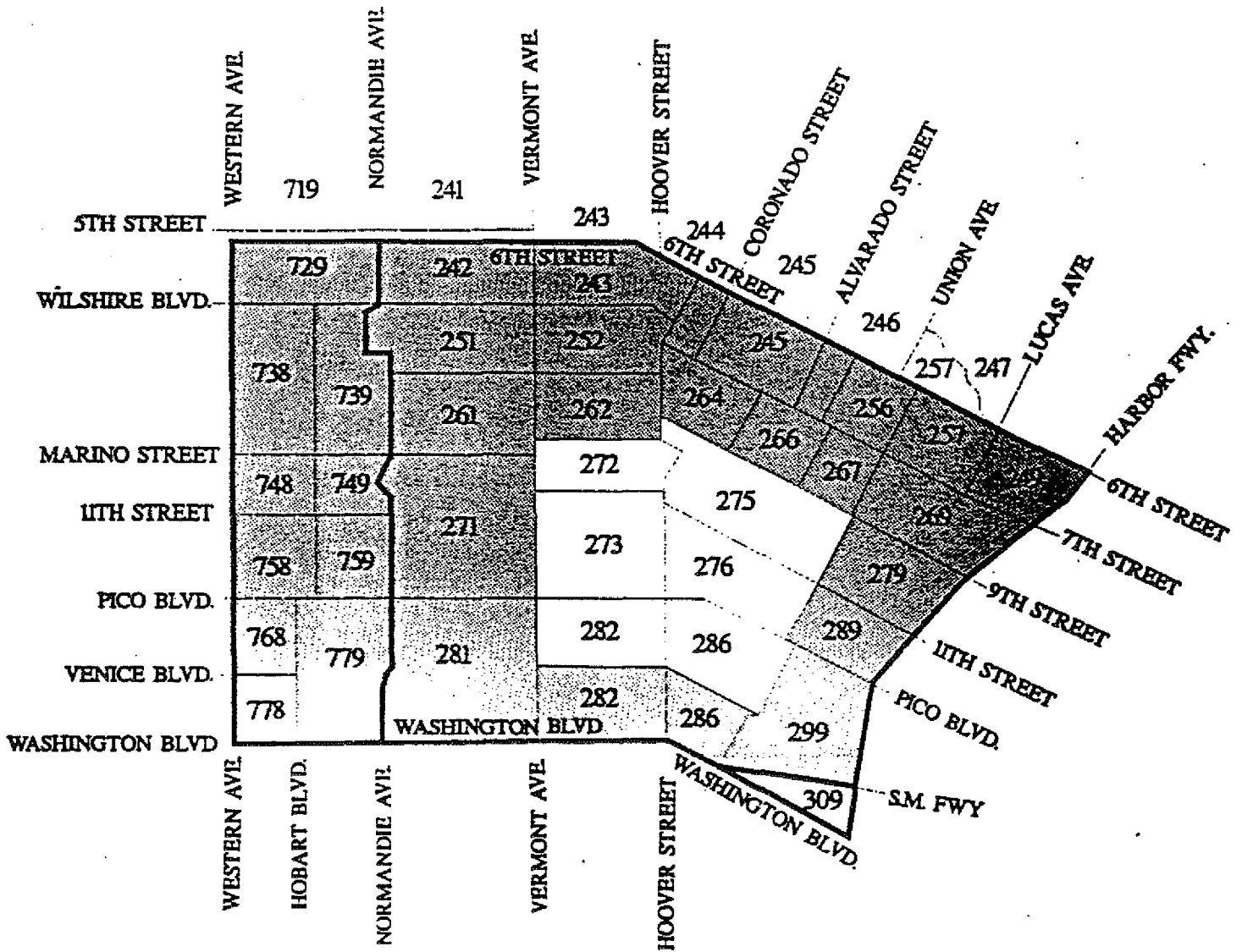
Department of Education	Social-Funded programs available for referrals
Local Businesses	Identify needs and form problem solving strategies
Department of Labor	Social-Funded programs available for referrals
Department of Agriculture	Social-Funded programs available for referrals

TARGET AREA - 1



REPRESENTS SELECTED IMPACT AREA

TARGET AREA - 2



REPRESENTS SELECTED IMPACT AREA

21

M O T I O N

mt
Under the Bush Administration, a program entitled Weed and Seed was initiated. The program's name was changed to Community Projects for Restoration (CPR) by the Clinton Administration.

The "seed" portion focuses on the tremendous community service needs of the target areas--Pico Union and South Central Los Angeles. The "weed" segment of the program for the same target areas met with strong community opposition. In response, several community meetings were held and a CPR Steering Committee was formed to study the matter further.

Concentrated efforts centered on the use of \$789,181, the law enforcement component of the funds. The Mayor's Office of Criminal Justice Planning's request regarding the use of these funds has been thoroughly considered and has resulted in a set of new proposals. These proposals were the result of the Mayor's CPR Steering Committee that will be presented to the Ad Hoc Committee on Recovery and Revitalization at its next meeting on March 18, 1993.

(scribble)
I THEREFORE MOVE that the recommendations resulting from the Ad Hoc Committee on Recovery and Revitalization meeting be placed on the Council calendar for Friday, March 19, 1993, to be considered by the full Council. **MAR 19 1993** Continued to **MARCH 23, 1993**

PRESENTED BY *mt*
Mark Ridley-Thomas
Councilman, Eighth District

SECONDED BY *John Devereaux*

motion

MAR 23 1993 - Received and Filed

TO CITY CLERK FOR PLACEMENT ON NEXT REGULAR COUNCIL AGENDA TO BE POSTED	#57 MAR 12 1993
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AD HOC COMMITTEE ON RECOVERY AND REVITALIZATION
SUGGESTED NOTIFICATION OF COUNCIL ACTION

Council File No. 92-0832-540

- Petitioner/Communicant _____
- Council Member(s) CD1, 8 & 9
- Chief Legislative Analyst
- City Administrative Officer
- Office of the Mayor (~~with/without file~~) WITH FILE DT
- Department of Building and Safety
- Board of Public Works
- Community Development Department
- Community Redevelopment Agency
- Department of Water and Power
- City Planning Department
- City Attorney
- Police Department
- Fire Department
- Housing Preservation and Production Department
- Department of Environmental Affairs
- Contractor
- Mayor OCSP (CP/A agreements)
- Police Dept

M O T I O N

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PRESENTED BY *mt*

Mark Ridley-Thomas
Councilman, Eighth District

SECONDED BY *Mike Dennis*

motion

MAR 23 1993

Received and Filed

TO CITY CLERK FOR PLACEMENT ON NEXT
REGULAR COUNCIL AGENDA TO BE POSTED #57
MAR 12 1993



Mark Ridley-Thomas
COUNCILMAN, 8TH DISTRICT

City Council
of the
City of Los Angeles
City Hall
90012

AGENDA FOR CPR STEERING COMMITTEE
MARCH 12, 1993
8:30 am, MAYOR'S CONFERENCE ROOM

- I. Introduction
- II. Presentations of Community Meetings from Council Offices
- III. LAPD Proposal for 1992 DOJ Money
- IV. Selection Criteria for Proposals for 1993 DOJ Money
- V. Section 8 Voucher Distribution
- VI. Cities in Schools Funding for CPR Coordinator
- VII. Discussion of Future CPR meetings



Mark Ridley-Thomas
COUNCILMAN, 8TH DISTRICT

City Council
of the
City of Los Angeles
City Hall
90012

Pat Healy
City Clerk's Office
Room 395, City Hall
200 North Spring Street
Los Angeles, CA 90012

March 11, 1993

Dear Ms. Healy:


I would like to request the services of Sandy Grange for the CPR Steering Committee Meeting on Friday March 12th at 8:30 am in the Mayor's Conference Room. The CPR Steering Committee has been set up to determine how to allocate the federal money allocated under the former Weed and Seed program.

The Weed and Seed program first came to the Ad Hoc Committee on Recovery and Revitalization, for which Sandy is the Committee Clerk, in the fall of 1992. During that time, Councilwoman Walters, Councilman Hernandez and myself challenged the ideology behind the Weed and Seed program through a series of hearings that Sandy Grange recorded. The result of this process was the Community Projects for Restoration (CPR) program.

Since we will be discussing the process by which we will award federal money to applicants for 1993 Department of Justice funding, it is extremely important that assistance be provided from the Clerk's office to record these proceedings. The final disposition of this program will be considered in the Ad Hoc Committee on March 18th.

Your assistance in this matter is greatly appreciated.

With hope,


MARK RIDLEY-THOMAS,
Councilman, Eighth District
Chair, Steering Committee for the CPR Program

OK
pek
3-11-93