

CHAPTER 2: PROGRAM CATEGORIES

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 - Category 1 – Job Seeker
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PROGRAM CATEGORIES

Grantees must determine the approach that best serves employers' and industry sectors' needs and provides services to the target population. Below are the four categories under the JTED program (Jobseeker Focus, Employer Focus, Youth Focus, Barrier Reduction). Grantees should demonstrate the capacity to:

1. Conduct outreach, recruit, and provide case management of individuals from the target population defined under the category or categories.
2. Provide services to individuals in the targeted communities listed in the NOFO (qualified census tracts and disproportionately impacted areas).
3. Establish relationships with employers and organizations representing industry sectors that will partner at all levels of service, including but not limited to:
 - a. participation in curriculum development and administration of training,
 - b. identification of barriers to employment,
 - c. provision of work-based learning,
 - d. employment opportunities, and
 - e. retention strategies.
4. Coordinate with Eligible Training Providers to implement training programs that are part of a career pathway for occupations resulting in certification or credentials.
5. Demonstrate expertise and effectiveness in administering workforce development programs.
6. Implement Barrier Reduction services, if needed to assist program participants to succeed, as defined under the Barrier Reduction category of the NOFO.

Category 1- Jobseeker Focus

Projects focusing on Category 1 will establish partnerships with employers and education entities to develop regional or local strategies for individuals needing occupational training and supportive services to obtain self-sustaining employment in under-represented areas impacted by COVID-19. The partnership must focus on sector-specific occupational training in conjunction with work-based learning. Training strategies must be part of a career pathway for demand occupations in the target industries and result in participants earning stackable certifications or credentials.

Any combination of work-based learning under Program Services may be offered to participants. However, the work-based learning opportunity must align with education and training within a career pathway. Essential employability skills, digital and financial literacy, and career readiness services must be incorporated into the program model. Additionally, based on a needs assessment, support services, and Barrier Reduction funding should be offered to stabilize the individual, support entry and completion of training, and support placement and retention in employment. The list of allowable services can be found under "Program Services" of this NOFO.

Category 1- Eligible Participants include unemployed and under-represented individuals who reside and are eligible to work in Illinois. Definitions for these participants are above.

Category 1- Performance Goals

1. Number of individuals enrolled in program
2. Number of individuals completing program
3. Number of individuals obtaining credential(s)
4. Number of individuals placed in unsubsidized employment

5. Number of individuals retained in unsubsidized employment for 6 and 12 months

Category 2 - Employer Focus

In Category 2, Eligible Entities partner with local employers that need to upskill their workforce to address labor shortages created by the negative economic and public health impacts of COVID-19. This partnership requires that the employer identify the specific skillset needed for entry-level positions or those needed to advance their careers. Proposals should include an overview of the existing curricula or address how a customized training approach will support the employer's productivity and increases the skill competencies of current employees or new hires. Elements of the training strategy should consider short-term credentials for entry positions and long-term training in a career pathway facilitating advancement with the employer or within the industry sector. Applicants may consider incorporating Barrier Reduction funding (defined under Category 4) into the training strategy to support retention for the participant. The list of allowable services is under "Program Services" of this NOFO.

Category 2 - Eligible Participants include under-employed and under-represented individuals who reside in Illinois and are eligible to work in Illinois. Definitions for these participants are above.

Category 2 - Performance Goals

1. Number of individuals enrolled in program
2. Number of individuals completing program
3. Number of individuals obtaining credential(s)
4. Number of individuals retained in unsubsidized employment for 6 and 12 months
5. Number of individuals experiencing a wage/benefit increase

Category 3 - Youth Focus

In Category 3, the program design engages educators and business leaders in providing or creating a combination of academic, employability, and technical skills through three components — contextualized instruction, career development, and support services. The model also must include a strong supportive services component that can include Barrier Reduction Funding to ensure youth have the tools to complete the program and be successful in either post-secondary education or the workforce.

Training must include one or a combination of the following industry-recognized credentials; a license recognized by the State or Federal government, or an associate or baccalaureate degree with multiple entries and exit points or entry into a Registered Apprenticeship Program. Employers are included in leadership roles to guide the development of career pathways and opportunities to experience the workplace through related paid or unpaid work experiences, internships, pre-apprenticeships, or apprenticeships.

These training programs create opportunities for youth to obtain marketable in-demand skills and prepare them for jobs. Partnerships in this category must support and commit to leveraging resources to educate, train, support, and identify youth employment.

Category 3 - Eligible Youth Participants include unemployed, under-employed and at-risk in-school and out- of-school youth ages 16-24 who reside in Illinois and for out of school youth are eligible to work in Illinois. Definitions for "at risk" factors are available at [Workforce and Education Partners Job Training and Economic Development Partner Guide \(illinoisworknet.com\)](https://illinoisworknet.com).

Category 3 - Performance Goals

1. Number of individuals enrolled in program
2. Number of individuals completing program
3. Number of individuals obtaining credential(s)
4. Number of individuals placed in post-secondary education
5. Number of individuals placed in unsubsidized employment
6. Number of individuals retained in unsubsidized employment for 6 and 12 months

Category 4 - Barrier Reduction Fund

Barrier Reduction Funding is flexible funding that can be a line item in a grant that includes one or more of the other categories listed above or can be a stand-alone grant if the applicant demonstrates that other funding sources (grant or contract) will support training, work-based learning, and career services. Barrier reduction funding is to increase family stability and job retention by covering accumulated emergency costs for basic needs, such as: housing-related expenses (rent, utilities, etc.), transportation, childcare, digital technology needs, education needs, mental health services, substance abuse services, income support, and work-related supplies that are not typically covered by programmatic supportive services [20 ILCS 605/605- 415(b)].

At a minimum, all applicants for Barrier Reduction Funding are required to:

- Describe the exact types of barrier reduction funding services to be provided (e.g., housing, transportation, childcare, etc.).
- Demonstrate the applicant has established policies for resource and service coordination with appropriate provider organizations.
- Demonstrate there is a need to use Barrier Reduction Funding to assist program participants in a manner related to either a Job Training and Economic Development Grant or a complementary workforce or job training grant program or contract, including a reason why these services are unavailable through other social service programs.
- Distinguish between when support services will be used compared to Barrier Reduction Funding and why Barrier Reduction Funding is the better option.
- Describe the population of individuals to be served, the region of the State to be served, the types of assistance to be provided to program participants and the estimated total amounts and the amounts to be provided per participant.
- Describe the anticipated outcomes by using the Barrier Reduction Funding to assist program participants.
- Establish criteria, if offering emergency cash assistance, for determining the need, and amount of cash being provided; this also needs to be addressed in the applicant's Barrier Reduction Funding policy (Emergency cash assistance will need prior approval by DCEO).
- Demonstrate that the applicant has policies and procedures to account for the grant funds and prevent fraud or misuse of barrier reduction funds.

For grantees requesting a stand-alone Barrier Reduction grant, in addition to the above, the grantee must provide a description of the complementary job training grant or contract, including the source and amount of funds, the type(s) of target population served, the location(s) of the services, a description of the job training program, and attach a copy of the agreement that provides the complementary funding, if available at the time of application.

Barrier Reduction Funding requests included as a component of a grant opportunity category listed above should serve individuals listed in the categories. Barrier Reduction Funding requested as a stand-alone grant should serve individuals that meet the definition of unemployed, under-employed or under-represented with a barrier to employment and who are or will be receiving job training services through a complementary grant or contract. In addition, for Barrier Reduction Funding requested in a stand-alone grant, the applicant must use the funds to assist individuals who:

- Reside in or receive job training services in a qualified census tract or in a disproportionately impacted area (identified at this link illinoisworknet.com/qctdiamap); or
- Who have experienced negative economic or public health impacts resulting from the COVID-19 pandemic as defined in the JTED rules (56 Ill. Admin. Code 2660.20)

Category 4 - Performance Goals

1. Number of unduplicated individuals receiving barrier reduction services
2. Total number of barrier reduction services provided
3. Total amount of funds expended on barrier reduction services
4. How many individuals received barrier reduction services and are employed



Reference Chapter 7 for summary of program category goals.