



May 25, 2011

Lorenzo S. Legaspi, Vice-Chancellor, Business Services  
Chabot-Las Positas Community College District  
5020 Franklin Drive  
Pleasanton, CA 94588

**SUBJ: AWARD NOTIFICATION - PY 2011/2012 WIA Grant Funds  
Tri-Valley One-Stop Career Center / Chabot-Las Positas Community  
College District**

Dear Mr. Legaspi,

Congratulations on your recent award by the Alameda County Workforce Investment Board (ACWIB) for the allocation of Workforce Investment Act (WIA) Grant funds for Program Year 2011/2012, as detailed in this notification.

The funding addresses the program operations, services and the fiscal compliance at your One-Stop Career Center. This letter transmits information concerning the funding allocation and planned contracting necessary to implement the program activities on or after July 1st. Attachment A to this letter contains:

**Funding Notification:** This states the PY 2011/2012 allocations for Adult and Dislocated Workers Programs.

**PY 2011/2012 Performance Goals:** This states the performance targets and deadlines.

**SERVICES:** Workforce Investment Act (WIA) One-Stop Career Center Operation

**FUNDING SOURCE:** WIA Title I – PY 2011/12 Adult Formula Grant –CFDA # 17.258  
WIA Title I – PY 2011/12 Dislocated Workers Grant – CFDA# 17.260

**FUNDING AWARD:** Adult Programs: \$ 160,402  
Dislocated Workers: \$ 233,231

**GEOGRAPHIC AREA:** Cities of the Tri-Valley Area / Pleasanton, Dublin, Livermore (but may serve all of Alameda County excluding Oakland)

**CONTRACT PERIOD:** July 1, 2011 - June 30, 2012

**PROGRAM LIAISON:** Linda Slater, Interim Asst. WIB Director (510) 259-3802

This Funding Notification is not a contract and does not guarantee that a contract will be executed between your Agency and the County of Alameda. Any contract written will be pursuant to the actions and conditions set by the Alameda County Workforce Investment Board (WIB) and in compliance

with Alameda County Social Services Agency (SSA) contracting requirements including meeting the Refunding Criteria for PY 2010-2011 and for PY 2011-2012 by the deadlines established by the WIB.

Please be advised that the total amount of the contract and the payment of invoices by the County are conditioned upon receipt of adequate funds from the State of California. The County reserves the right to reduce the amount of consideration to be paid under this contract if it does not receive adequate funds from the State of California. Under such circumstances, a corresponding adjustment in services to be rendered by Contractor will be made by mutual agreement of the parties.

Please review the attachment to ensure that your Agency is in agreement with the information provided. Your assigned Program Liaison will provide technical assistance in assuring that all terms and conditions of the award are met.

The contract package will be forwarded to your organization no later than June 10, 2011. No invoice payments can be made until the entire contracting process has been completed and both parties have signed all required documents. Review and approval of the contract package by County staff must occur before the Alameda County Board of Supervisors' designated representative schedules the contract for County signature.

In addition, the following issues must be addressed in the Contract prior to completion:

1. If your agency's "Identified Signatory" has changed, your agency must have a Board Resolution Authorizing the person to sign contracts attached to the packet.
2. If indirect costs are to be claimed, a letter certifying the percentage and acknowledgement by the cognizant agency must accompany the contract packet.
3. Insurance coverage must be current and must include endorsement of additional insured as specified in Exhibit C of the contract package.

The Alameda County Workforce Investment Board and the WIB Department staff look forward to working with your agency in our partnership to serve workers and employers in the community.

Sincerely,

A handwritten signature in black ink, appearing to read "Patti Castro", with a long horizontal line extending to the right.

Patti Castro  
Interim WIB Director

Attachment

cc: John Alves, Jeff Baker  
Linda Slater  
David Harkess

**FUNDING ALLOCATION:**

<b>PY 2011/2012</b>	<b>Adult</b>	<b>Dislocated Workers</b>	<b>Total</b>
Base Allocation	\$ 50,000	\$ 50,000	\$ 100,000
Employer Services	\$ 6,416	\$ 9,329	\$ 15,745
Standard Services	\$103,986	\$173,902	\$ 277,888
<b>Total</b>	<b>\$160,402</b>	<b>\$233,231</b>	<b>\$ 393,633</b>

**PERFORMANCE GOALS:**

<b>PY 2011/2012</b>	<b>Adult</b>	<b>Dislocated Workers</b>
<b>Enrollments – Total by 6/30/12</b>	<b>85</b>	<b>108</b>
<b>A) – Staff Assisted by 6/30/12</b>	<b>100% / 50</b>	<b>100% / 50</b>
<b>B) – Intensive by 6/30/12</b>	<b>100% / 35</b>	<b>100% / 58</b>
<b>Entered Employment from Intensive</b>	<b>75.5% / 27</b>	<b>78% / 46</b>
<b>Entered Employment Rate with Credential</b>	<b>58%</b>	<b>67%</b>
<b>Average Earnings</b>	<b>\$15,000</b>	<b>\$16,200</b>
<b>Retention Rate</b>	<b>78%</b>	<b>84%</b>

Achievement of Performance Goals will be evaluated in two (2) different ways by the Alameda County Workforce Investment Board:

1. Through the Contract Performance Indicator Reports compiled monthly that are based on Actual exit outcomes reported by the program providers via MIS forms.
2. Through the Performance Reports by Grant compiled annually that are based on the State calculations from the base wage file records.

Additionally, the State allows for annual Performance Goal negotiations with the Local Workforce Investment Areas. Until the negotiations are complete, the program providers are responsible to meet performance goals from the prior funding allocation period. An updated Performance Goal sheet will be disseminated. The program providers are then responsible for meeting the updated goals.