

Thank you for your cooperation on this important study. Please reference cover letter for additional background information on this project.

INSTRUCTIONS:

Please complete a tab for each program you offer.

Should you need more tabs, please make a copy of the program response template on a new tab as necessary.

If available, please provide data for the most recent state fiscal year (July 2012 through June 2013).

If data for the time period of July 2012 through June 2013 is not available, please provide the most recent year-long data available and denote the time period of reference on each program tab.

ADDITIONAL GUIDANCE for select questions:

Agency Name	The name of the Agency in which a program resides.
Department Name	The name of the Department in which a program resides. Please complete on worksheet for each Department hosting workforce development programs.
Program Name	The name of only one program per tab. Use a new tab for each additional program.
Target Population	The intended recipients of the program. Be as specific as appropriate for each program. Some programs may serve broad populations (e.g., unemployed adults); other programs may serve more targeted populations (e.g., tech school students)
Number Served	The number of people served by the program
Source of Funds - State	Annual amount and source of state funding by fund type (General Fund, Education Fund, Special Funds, etc.).
Source of Funds - Federal	Annual amount of federal funding from all federal sources.
Source of Funds - Other	Annual amount and source of all other funds that support the program (participation fees, foundation grants, etc.).
Total Expenditures	Combined annual total of all funding sources. This amount should equal the sum of the individual reported funding sources.
Geographic Area Served	The geographic area served. Please be as specific as appropriate for each program.
Program Description	Write a short summary of the program.
Program Goals	List of the program's goals.
Delivery Model	Describe how the program is delivered to recipients. For example: "Provide funds to employer to conduct training" or "Reimburse individual tuition expenses" or "Organize training session".
Eligibility Requirements	List all criteria a program participant must meet in order to enroll in the program.
Credentials Offered	List any credentials/certificates/degrees/accreditations/etc. that a program participant can earn by completing the program.
Measuring program success?	Describe any quantitative or qualitative means by which program success is measured. Include a description of any performance measures that are reported to federal or private funders of the program.

	Workforce Development: Program Name	Program Description	Target Population	Eligibility Requirements
ACCD	Vermont Training Program	This customized training program helps Vermont's workforce stay on top of skills required in a rapidly changing, global marketplace. It partners with employers and training providers to train Vermont's employees for the jobs of tomorrow. The VTP accomplishes this by providing performance based grants for the training of new hires and incumbent workers. Training can fall into categories such as on-the-job, classroom, or other specialized training.	The VTP specializes in serving companies in the sectors of: manufacturing, health care, telecommunications, information technology, and environmental engineering.	Employee is paid at least twice Vermont minimum wage (\$16.92)* upon completion of training if no benefits are offered to employee. An adjustment of up to 30% (\$11.84) for new hires and 20% (\$13.53) for incumbent workers is made if employer offers health insurance with at least 50% of the premium paid by the employer and two of the following upon six months employment: <input type="checkbox"/> Paid vacation <input type="checkbox"/> Paid sick/personal time <input type="checkbox"/> Tuition Assistance <input type="checkbox"/> Dental insurance <input type="checkbox"/> Retirement contributions <input type="checkbox"/> Wellness program <input type="checkbox"/> Child care assistance <input type="checkbox"/> Paid bonuses <input type="checkbox"/> Profit sharing <input type="checkbox"/> Vehicle assistance (beyond mileage)
Dept. of Labor	Wagner-Peyser	The Wagner-Peyser act offers a variety of employment related labor exchange services including but not limited to job search assistance, job referral, and placement assistance for job seekers, re-employment services to unemployment insurance claimants, and recruitment services to employers with job openings	workers, job seekers and businesses	NONE
Dept. of Labor	WETF - Workforce Education & Training Fund	State funded Grants for occupational skills training for Vermont workers in cooperation w/Vermont businesses and non-profits	Unemployed, under-employed and employed Vermonters	N/A
Dept. of Labor	Career Readiness Certificate	The Vermont Department of Labor grants to the Vermont State Colleges/Community College of Vermont to provide Career Readiness training to Vermonters.	Unemployed, Under-employed, or employed workers	N/A

Dept. of Labor	Workforce Investment Act (WIA)	WIA offers a comprehensive range of workforce development activities through Vermont Department of Labor, statewide and local organizations. Available workforce development activities provided in local communities can benefit job seekers, laid off workers, youth, incumbent workers, new entrants to the workforce, veterans, persons with disabilities, and employers.	Adult, Dislocated Workers, and at risk Youth	Eligible youth ages 14-21, low income, and meet at least one of six specific barriers to employment. Eligible adults age 18+. While eligible laid-off workers are generally individuals who have been terminated from their last employment and are unlikely to return to their previous industry or occupation, displaced homemakers and self-employed individuals also may qualify for these services.
Dept. of Labor	WOTC-Work Opportunity Tax Credit	WOTC is a federal tax credit available to employers for hiring individuals from certain target groups who have consistently faced significant barriers to employment. WOTC joins other workforce groups that incentivize workplace diversity and facilitate access to good jobs for workers.	A Veteran within one of the federally designated Rural Renewal Counties or Empowerment Zones. , Ex-felons or applicants between ages 18-39 at specific Burlington addresses.	The targeted groups are veterans receiving food stamps, or veterans that have been unemployed for specific period of time, disabled veterans and individuals that have been receiving one of the following; TANF, Food Stamps, Vocational Rehab services and SSI.
Dept. of Labor	TAA - Trade Adjustment Assistance	Foreign Trade Impacted workers who are laid off as a result of off-shoring of American jobs, foreign imports and competition, or other shifts in production to foreign countries.	Trade Act -foreign impacted laid off workers	n/a
Dept. of Labor	Veterans	Grant provides funds to exclusively serve veterans, transitioning service members, their spouses and (indirectly) employers. DVOPs (Disabled Veterans Outreach Program Specialists) and LVERs (Local Veteran Employment Representatives) staff provide services to all veterans that Title 38 indicates are eligible for services. Efforts are concentrated, according to their respective roles, on outreach and the provision and facilitation of direct client services to those who have been identified as most in need of intensive employment and training assistance through outreach with employers, develop increased hiring opportunities within the local workforce by raising awareness to employers of the availability and the benefit of hiring veterans.	Businesses, Special Disabled Veterans, Disabled Veterans, Homeless Veterans, Veterans with Barriers to employment and other eligible Veterans.	Served on active duty for a period of 180 days, less training, and was discharged with other than a dishonorable or eligible spouse.

Dept. of Labor	Reach-Up	Vermont Department of Labor received a grant to pay for staff to provide job development and case management services to Reach Up clients	One and two parent families with children who meet residency, family composition and income requirements	The federal government requires that individuals meet the monetary and non-monetary state guidelines, complete work-related activities, provide paternity information about the children in the household, and report as required by the state
AHS	Reach Up Creative Workforce Solutions	RU CWS is a coordinated approach to pre-employment and employment activities. The partnership includes ESD, DVR, VDOL, VAL, VABIR. RU participants have full access to CWS services through MOU between ESD and DVR.	Parents receiving Reach Up (TANF)	TANF participants
AHS	VocRehab Vermont	Provide counseling, guidance and career development to Vermonters with significant disabilities	individuals with significant disabilities	individuals must meet disability eligibility as determined by VR
AHS	Division for the Blind and Visually Impaired (DBVI)	Provide counseling, guidance and career development to Vermonters with significant visual disabilities	Vermonters with visual impairments	A visual impairment that represents a significant barrier to employment as defined by DBVI
AHS	DA's CRT Evidence-Based Supported Employment Programs (IPS Programs)	Individual Placement and Support (IPS) is an evidence-based supported employment program that serves individuals diagnosed with a serious mental illness. Each of the ten DA's has an IPS program. There are eight guiding principles, 25 fidelity guidelines, and an implementation manual. The employment programs serve anyone who is interested in working or pursuing educational goals and is eligible for CRT.	Community Rehabilitation and Treatment (CRT) population	CRT eligibility and an interest in working or education
AHS	Corrections Education: CHSVT, VCI, VOWP	Corrections Education provides learning environments for offenders based upon individual need to increase their skills in living, learning and working. Learning environments utilize industry, education and corrections best practices to support offenders as students in education and work setting through VCI, CHSVT and offender work programs.	Primarily incarcerated population	Under the custody of the Commissioner of Corrections
AHS	Developmental Disabilities Services Division Supported Employment	Designated Agencies staff a SE program to provide the range of placement services to people with Intellectual disabilities	Adults and high school graduates with developmental disabilities	must meet DDSD clinical eligibility as being a person with DD/ID

Agency Name	Department of Labor									Agency Name	Agency of Human Services			
Workforce Development: Program Name	Vermont Training Program	Wagner-Peyser	WETF - Workforce Education & Training Fund	Career Readiness Certificate	Workforce Investment Act (WIA)	WOTC-Work Opportunity Tax Credit	TAA - Trade Adjustment Assistance	Veterans	Reach-Up	Workforce Development: Program Name	Reach Up Creative Workforce Solutions	VocRehab Vermont	Division for the Blind and Visually Impaired (DBVI)	DA's CRT Evidence-Based Supported Employment Programs (IPS Programs)
Number Served (FY 13 unless otherwise noted)	3861	24874	1007	99	1251	2796	35	5352	1320	Number Served (FY 13 unless otherwise noted)	3272	10407	468	537
Source of Funds - State	\$1,307,721	\$ -	\$1,303,400	\$ 186,843	\$ -	\$ -	\$661,278 *	\$ -	\$ 1,062,681	Source of Funds - State	\$ -	\$2,850,000	\$ 350,000	\$1,214,200
Source of Funds - Federal	\$ -	\$ 1,952,677	\$ -	\$ -	\$ 4,225,094	\$60,000	n/a	\$462,180	\$ -	Source of Funds - Federal	\$3,700,000	\$17,000,000	\$ 1,250,000	\$0
Source of Funds - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$295,772 **	\$0	\$ -	Source of Funds - Other	\$ -	\$4,800,000	\$ -	\$833,000
Total Expenditures on Workforce Development Activities	\$ 1,307,721	\$ 1,952,677	\$1,303,400	\$ 186,843	\$ 4,225,094	\$ 60,000	295,772	\$462,180	\$ 1,062,681	Total Expenditures on Workforce Development Activities	\$3,700,000	\$24,650,000	\$ 1,600,000	\$2,047,200
Dollars per number served	\$ 339	\$ 79	\$ 1,294	\$ 1,887	\$ 3,377	\$ 21	\$ 8,451	\$ 86	\$ 805	Dollars per number served	\$ 1,131	\$ 2,369	\$ 3,419	\$ 3,812
Notes	FY 12 * \$ available, (LVER through draw \$318,460.63 and DVOP federal funds \$143,719.03) (\$218,279 Training Funds and \$77,494 Admin. Staff)									Notes	(State and Federal sources) FY 12 (FY13 probably quite similar) 20% of CRT client base			
More notes										More notes				
Budget outlook	stable	stable	stable	stable	stable	No Answer	No Answer	decreasing	No Answer	Budget outlook	stable	stable	stable	decreasing

Corrections Education: CHSVT, VCI, VOWP	Development'l Disabilities Services Division Supported Employment	TOTALS
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800	1200	57,279
\$100,000.00	Medicaid Waiver	\$9,036,123
\$37,500.00		\$28,687,451
\$2,000,000.00	Voc Rehab grants	\$7,928,772
\$2,137,500.00	\$10,000,000	\$54,991,068
\$ 2,672	\$ 8,333	\$ 960

800 is a lower estimate

all numbers approximate

stable	increasing
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Workforce Development: Program Name	Vermont Training Program	Wagner-Peyser	WETF - Workforce Education & Training Fund	Career Readiness Certificate	Workforce Investment Act (WIA)	WOTC- Work Opportunity Tax Credit	TAA - Trade Adjustment Assistance	Veterans	Reach-Up	Reach Up Creative Workforce Solutions	VocRehab Vermont	Division for the Blind and Visually Impaired (DBVI)	DA's CRT Evidence-Based Supported Employment Programs (IPS Programs)	Corrections Education: CHSVT, VCI, VOWP	Developmental Disabilities Services Division Supported Employment
Delivery Model	Training programs delivered to employees	Self-service, facilitated self-help services and staff assisted service delivery approaches.	Varies according to grant	Classroom training	Case Management, Core and Intensive Services and Training		Resource Centers	Employer outreach and one-on-one Intensive Case Management Services.	Case Management	Case management and direct service to RU participants	In-person counseling, guidance and job placement services	In-person counseling, guidance and job placement services	Direct employment supports. Support services provided in an integrated fashion with employment.	Academic, Career and Technical, Internships, Industry training, Work	individualized placement, on the job training, long term follow along
Intake & Evaluation - basic level of introduction and collection of information such as background and interests	VTP is operated through employers. Staff collects information from employers, not employees.	24,874	N/A	N/A	1,251	N/A	35	2,747	1,320	3,272	4,140	111	anyone new to SE program (accurate number, NA)	800+ Orientation, educational assessments, technical assessments, interest inventories	
Assess Personal Readiness - in depth exploration of the client's abilities and potential barriers to employment	No	24,874	N/A	N/A	1,251	N/A	35	2,747	1,320	1,244	8,444	365	0	800+ Assessed by the Department through the LSI-R and ORAS	
Support Services - addressing barriers to employment like physical/mental issues, transportation, child care, etc.	No	2,670	N/A	N/A	687	N/A	6	1,177	1,320	approx 6,000	3,160	284	537 (July 2012 - June 2013) - most likely similar in FY13 based on FY12	800+ Assessed by the Department through Mental Health screenings, CaseWorker interviews, Individual Graduation Plans	40-45
General Education - GED, writing coursework, basic math, etc.	No	518	N/A	N/A	215	N/A	n/a	N/A	0	All TANF participants who want to work towards this goal.	18	3	0	800+ Full range of HS courses available - academic & career/technical.	
Specialized Education Counseling - Beyond secondary education, this activity looks to create an educational path with a specific occupational goal	No	0	N/A	N/A	n/a	N/A	35	N/A	no post-secondary education, only services to help clients become employed		7,227	347	few people but data have not been collected to provide accurate number	800+ Industry Certifications are available - see attached lists	
Financial Support towards Post-Secondary Education - Funding to assist individuals with the pursuit of post-secondary education	No	0	N/A	N/A	263	N/A	0	N/A	n/a	299	515	32	0	800+ Available through VSAC	20-25
Workforce Development: Program Name	Vermont Training Program	Wagner-Peyser	WETF - Workforce Education & Training Fund	Career Readiness Certificate	Workforce Investment Act (WIA)	WOTC- Work Opportunity Tax Credit	TAA - Trade Adjustment Assistance	Veterans	Reach-Up	Reach Up Creative Workforce Solutions	VocRehab Vermont	Division for the Blind and Visually Impaired (DBVI)	DA's CRT Evidence-Based Supported Employment Programs (IPS Programs)	Corrections Education: CHSVT, VCI, VOWP	Developmental Disabilities Services Division Supported Employment

Job Training or Skill Training – targets a specific employment goal	Job and Skill training are delivered by non-ACCD trainers, either contracted directly or contracted through employers	1386	N/A	N/A	622	N/A	0	Referrals to training (113), Apprenticeships (57) OJTs (21) Work Experience (21)	1489	108	645	13	800+ See Attached for specifics	
Experiential Learning – On the Job Training (OJT), internship, apprenticeships, etc.	The mechanism for training is determined by the trainer	222	N/A	N/A	523	N/A	35	Apprenticeships (57) OJTs (21) Work Experience (21)	15	1715	429	0	800+ (Examples provided)	40-45
Job Development – Networking with employers to create opportunities for individuals	No	17385	N/A	N/A	1251	N/A	35	Job Development Activities (516)	323	3195	4,485	270	800+ Available and developing Goal is to provide this for anyone in an employment program. Data hard to access.	
Job Placement Assistance – Reviewing posted ads and facilitating the application process	No	10077	N/A	N/A	1251	N/A	n/a	2605	257	2406	4,485	270	800+ Available and structured within CHSVT and VCI Approximately 50-60% of the people in the employment program receive this service each Fiscal Year (roughly 295 people in FY12 and can assume the same for FY13)	
Supported Employment – Job coaching and long-term work site support	No	169	N/A	N/A	230	N/A	n/a	Intensive Services (884)	311		0	0	800+ On-going Goal is provide this for anyone who is employed and needs this in the employment program (typically off-site). Data extremely hard to access - can take up to a few months to receive a specialized report such as this. #employed in SE program in FY12 = 217	
Other – please include descriptive language as well as estimate of number of participants		0	N/A	N/A		N/A	Number of Participants served through contracted services by Activity	Tax Credit Determination and Federal Bonding Assistance (89) Selected for Re-employment Services (REA) (63)	0		0	0	800+ Habits of Mind Collaboration with other mental health team members, family members, and external organizations in order to support the individual with meeting employment goals and general community education. It's hard to capture with numbers though.	40-45 technical assistance and oversight provided by DAIL staff

Geographic scope	Vermont Training Program	Wagner-Peyser	WETF - Workforce Education & Training Fund	Career Readiness Certificate	Workforce Investment Act (WIA)	WOTC-Work Opportunity Tax Credit	TAA - Trade Adjustment Assistance	Veterans
Certifications	All are state wide except the Career Readiness Certificate							
Program Goals			Varies according to grant	Governor's Career Readiness Certificate			Successful Completion of Services, Entered Employment	N/A
Measuring Success	VTP has two primary goals: job creation and job retention.	Employment, Employment Retention, Average Earnings figures for those who find work after receiving W-P services	Upgrading skills of incumbent workers, preventing layoffs, training workers for new jobs, keeping businesses competitive in global economy	Enhancing under-employed, unemployed and employed worker skills.	The goal for WIA is to promote an increase in the employment, job retention, earnings, and occupational skills improvement by participants		Assist adversely affected workers to return to employment as quickly as possible	Assist veterans in finding employment and training opportunities. Ease the transition of service members to civilian careers.
Partners		Employment rate of those who find work after receiving W-P services, Employment Retention rate, and Average Earnings figures for those who receive W-P services and go on to gainful employment	Number of workers trained; assistance in creating new jobs and saving existing jobs; up skilling workers knowledge and abilities	Preparing workers for jobs and successful placement	There are 17 Performance measures that are negotiated and agreed upon between VDOL and USDOL each program year.		Successful Completion of Services, Entered Employment	Negotiated performance goals. 1. Intensive Services Provided (% of eligible total veterans and TSMs). 2. Veterans Employment and Retention Rate 3. Veterans Average Earnings. Other goals: Labor Exchange Services for Veterans including Entered Employment and Retention Rates for Veterans overall and Disabled Veterans.
Partners	Vermont State Colleges/Community College of Vermont		N/A	n/a	Partner Organizations for Reach UP are those that offer Community Service opportunities or Paid Employment. There are hundreds of such employers/organizations (as listed above in Q19 Activities offered through outside vendors or contracted services. Examples are: Green Mtn Coffee Roasters, Dunkin Donuts, Vermont Soy, Food Concessions of VT, VT Wood Pellet, etc.		CWS partners with VABIR, VAL, VDOL and VR. Reach Up contracts with many organizations including the parents child centers across the state. Clients can also be referred to paid worksites and community service placements.	Vermont Adult Learning, Departments of Labor, Corrections, Children and Families, Mental Health, DAII Division of Developmental Services, Agency of Education, VT State Colleges, Technical Centers, Community Rehab Providers, Designated Agencies, Training providers, VABIR, Vermont Works for Women, ReSource, Adult Basic Ed and others
Partners	Reach-Up	Reach Up Creative Workforce Solutions	Voc Rehab Vermont	Division for the Bling and Visually Impaired (DBVI)	DA's CRT Evidence-Based Supported Employment Programs (EPS Programs)	Corrections Education: CHSVT, VCI, VOWP	Developmental Disabilities Services Division Supported Employment	
Partners	Vermont Association for the Blind and Visually Impaired, Vermont Adult Learning, VDOL, Technical Centers, Community Rehab Providers, Designated Agencies, Training providers, VABIR, ReSource, Adult Basic Ed	Vocational Rehabilitation, Department of Labor, VABIR (Creative Workforce Solutions), NAMI-VT, Dartmouth Psychiatric Research Center, Another Way, Pathways to Housing (Wellness Co-op), Vermont Psychiatric Survivors, Disability Rights Vermont	Green Mountain Harley Davidson; University of Vermont;	Voc Rehab, Developmental Disabilities Services Division Supported Employment, designated agencies, VTDDOL,				

Geographic scope	Reach-Up	Reach Up Creative Workforce Solutions	VocRehab Vermont	Division for the Bling and Visually Impaired (DBVI)	DA's CRT Evidence-Based Supported Employment Programs (EPS Programs)	Corrections Education: CHSVT, VCI, VOWP	Developmental Disabilities Services Division Supported Employment
Certifications		HS diploma	N/A	N/A	none		High School Diploma, Industry Certifications - see attached for specifics
Program Goals							Reduce recidivism by increasing the skills of our students and workers so as they reenter our communities they will live, learn and work in their communities as self-supporting and productive members.
Measuring Success							Percentage of people in the CRT program who are working in their community. We also conduct fidelity assessments and provide written reports and ratings.
Partners	Vermont Association for the Blind and Visually Impaired, Vermont Adult Learning, VDOL, Technical Centers, Community Rehab Providers, Designated Agencies, Training providers, VABIR, ReSource, Adult Basic Ed	Vocational Rehabilitation, Department of Labor, VABIR (Creative Workforce Solutions), NAMI-VT, Dartmouth Psychiatric Research Center, Another Way, Pathways to Housing (Wellness Co-op), Vermont Psychiatric Survivors, Disability Rights Vermont	Green Mountain Harley Davidson; University of Vermont;	Voc Rehab, Developmental Disabilities Services Division Supported Employment, designated agencies, VTDDOL,			Quality reviews done every 2 years by DDAD and performance goals in AHS master grants

Program Goals		<ul style="list-style-type: none"> 50% of all participants referred to employment team will be engaged in progressive employment activities within 30 days of referral. 50% of all participants referred to the employment team will be engaged in subsidized or unsubsidized employment within 90 days of referral Over the course of the grant year, 100-115 families will obtain disability benefits through working with VR's Social Security Specialist program. 			To assist individuals with achieving their competitive employment or educational goals in their community. DMH has the goal of helping the DA's to increase the employment rate for their customers each year. End goal is to help each agency reach at least a 35% employment rate.		
Measuring Success	Successful placement into employment	meeting the outcome measures above; RU participants finding and maintaining employment.	Number of individuals achieving 90 days of stable employment	Successful 90 day employment			
Partners	Vermont Association for the Blind and Visually Impaired, Vermont Adult Learning, VDOL, Technical Centers, Community Rehab Providers, Designated Agencies, Training providers, VABIR, ReSource, Adult Basic Ed	Vocational Rehabilitation, Department of Labor, VABIR (Creative Workforce Solutions), NAMI-VT, Dartmouth Psychiatric Research Center, Another Way, Pathways to Housing (Wellness Co-op), Vermont Psychiatric Survivors, Disability Rights Vermont	Green Mountain Harley Davidson; University of Vermont;	Voc Rehab, Developmental Disabilities Services Division Supported Employment, designated agencies, VTDDOL,			