

**WORKFORCE INNOVATION AND OPPORTUNITY ACT
Title I Budget Summary**

Proteus, Inc.
Name of Agency

7/1/20-6/30/21
Program Year

- OSCC
- Adult Programs
- Dislocated Workers Programs

243
Agreement Number

Service Provider Operational Budget:	A	B	C	D	E
	*Admin	Basic Career Services	Individualized Career Services	Follow-up Career Services	Total Agreement Amount
1. Salaries	0	81,220	119,132	32,139	232,491
2. Payroll Taxes	0	8,702	12,593	3,404	24,699
3. Fringe Benefits	0	17,057	20,019	6,749	43,825
4. Operational Expenses	25,215	11,375	15,348	7,261	59,199
4a. Equipment Purchase	0	0	0	0	0
5. Workshop Supplies	0	0	0	0	0
Total Agreement Budget	25,215	118,354	167,092	49,553	360,214

Note: Rounding errors cannot exceed \$5.00
* OSCC only

Prepared By: Francisco Aguayo
Title: Budget Analyst
Date: 6/10/2020

- Computer Spreadsheet
- Manually Prepared

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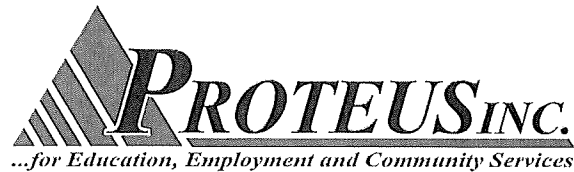
- OSCC
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Service Provider Operational Budget:	A	B	C	D	E
	*Admin	Basic Career Services	Individualized Career Services	Follow-up Career Services	Total Agreement Amount
1. Salaries	0	51,927	76,167	20,548	148,642
2. Payroll Taxes	0	5,564	8,051	2,176	15,791
3. Fringe Benefits	0	10,905	12,799	4,315	28,019
4. Operational Expenses	16,121	7,445	9,966	4,316	37,848
4a. Equipment Purchase	0	0	0	0	0
5. Workshop Supplies	0	0	0	0	0
Total Agreement Budget	16,121	75,841	106,983	31,355	230,300

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Title I WIOA Adult Program & Dislocated Worker Program – East Fresno County

2020 - 2021 Work Statement

1. What will be done?

Proteus is proposing to continue to provide WIOA employment and training services to **207** adults (**131**) and dislocated workers (**76**) in **East Fresno County** through the **Reedley Workforce Connection** including the communities of Reedley, Selma, Sanger, Parlier, Orange Cove, Del Rey, Fowler, and Kingsburg. The ultimate goal is for job seekers to gain meaningful employment in high-wage, high demand occupations.

Proteus will provide individualized career services, training, and case management services. Specific services will be offered, but are not limited to the following:

- Access to counseling (individual and group);
- Career Coaching;
- Short-term pre-vocational services;
- Job search assistance including resume writing, interviewing workshops, job search workshops, referrals to employment opportunities and Job Readiness Workshops.
- On-the-Job training;
- Financial Literacy Services;
- Out-of-area Job Search;
- English Language acquisition;
- Refer to partner agencies to assist with customer's barriers;
- Aptitudes, abilities, and supportive service needs utilizing CASAS, Work Keys, ONET and other assessment tools;
- Provide a thorough review of each job seeker's completed Career Track to ensure they make the most appropriate career choice;
- Work with customer and develop an Individual Employment Plan based on their assessments and their career/educational goals;
- For those deemed not job ready, Proteus will refer to WIOA Training Services;
- Job search and placement assistance; career counseling;
- Perform employer outreach, cold call employers, or conduct in-person visits to employers;
- Assistance with unemployment claims and evaluating eligibility for job training and educational programs (student financial aid assistance);

Individualized Career Services: Job search, job development/referrals.



Case management Services: Group and individual counseling, case management, comprehensive assessment and others.

Training Services: Short-term pre-vocational training services, on-the-job training opportunities, occupational skills training, entrepreneurial training, skills upgrade, and adult education and literacy activities.

2. Who will do it?

Proteus staff will provide all program activities out of the **Reedley Workforce Connection**. Through special arrangements, Proteus' Mobile Employment Centers (MEC) will be available to deliver services at local community events.

Adult & Dislocated Worker program staffing includes:

- **One (1) WIOA Services Program Coordinator:**
Coordinator will supervise Adult/DW staff and work with staff to ensure that all participant needs are met, assist to address any programmatic issues, and ensure that the program is meeting all required goals. Attend required WIOA meetings and schedule regular staff meetings to provide updates on operational directives and performance review.
- **Two (2) Employment Readiness Specialist :**
ERS will work with all enrolled participants in developing the individual employment plan, linking WIOA job seekers to the resources that will help them to become job ready, self-sufficient and able to effectively compete in the labor market. The ERS will monitor the job seeker progress and work with them to address any issues through the Customer Flow Process, interprets assessment results, and assists the jobseeker in overcoming employment barriers through WIOA partners as well as referral to other partner agencies and/or community programs.
- **One (1) Business Account Specialist:**
BAS will work with the local businesses by linking them to the resources that will assist them to effectively recruit, retain, and retrain staff. The BAS will advise businesses on basic career resources offered through WIOA employer programs including those offered locally at the Reedley Workforce Connection and other partnering agencies. In addition, BAS will facilitate the Job Ready/Interview Preparation Workshops.
- **One (1) Employment Readiness Specialist/Business Account Specialist:**
Will complete both duties as an ERS/BAS depending on need.



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- **One (1) Employment Development Associate:** Will assist interested program applicants with gathering of documents for eligibility and registration, submit file for review and approval to the Program Coordinator and assist with conducting assessments.

Proteus will provide a **Workforce Connection Resource Room** at our Selma Service Center located at **3706 McCall Ave., Ste. 107, Selma, CA 93662**. In addition, **Customer Profiles** will be completed at the Selma Service Center and referred to East Side Adult staff housed at the **Reedley Workforce Connection** for intake appointments and services.

3. Who will receive services?

Adults: Fresno County residents or employed by a Fresno County employer who are 18 years of age or older. Employed adults must meet Fresno County Title I Eligibility Technical Assistance Guide.

Dislocated Workers: Fresno County residents dislocated from employment within Fresno County and are 18 years of age or older.

4. Where will it be done?

Services will be provided in East Fresno County including the communities of Reedley, Selma, Sanger, Parlier, Orange Cove, Del Rey, Fowler, and Kingsburg from the following locations:

- **Reedley Workforce Connection:** 1680 E. Manning Ave., Reedley, CA 93654