

ALABAMA WORKFORCE DEVELOPMENT SYSTEM

Department of Commerce

Workforce Development Division

401 Adams Avenue

Post Office Box 304103

Montgomery, Alabama 36130-4103

Delta Regional Authority (DRA) Grant Policy

Effective July 12, 2023

1. Purpose. This directive informs Local Workforce Development Areas of the activities available to eligible individuals under the Macon County Workforce Development Initiative (MCDWI) and outlines procedures to be used.
2. Discussion. The State of Alabama was awarded \$431,292 in September of 2023 to provide training and services to residents of Macon County. The grant period is September 12, 2023, through July 11, 2026. In all, 60 participants will be served. Participants will be provided with work readiness skills, career coaching, mentoring, supportive services, and employment-driven training in five in-demand careers: Advanced manufacturing, agriculture/construction, healthcare, information technology, and transportation/distribution/logistics. Eligible individuals are new entrants to the workforce, dislocated workers, and incumbent workers. Impactful Insights II) will be the service provider.

Eligibility: Individuals eligible to receive services must meet the following eligibility:

- Resident of Macon County
- US citizen or resident alien approved to work in the US
- Male – Selective Service registration needed
- Be able to meet one of the following 6 categories:
 - 1 - New Entrants to the Workforce - High School Seniors
 - Has no work experience/never worked before
 - Youth who are enrolled in high school and are in 12th grade (senior year)
 - Will be eligible to be employed before the end of the grant or within 6 months after the end of the grant
 - Not be younger than 17 or older than 21
 - 2 - Dislocated Workers
 - Terminated or laid-off
 - Have received a notice of termination or layoff from employment

- Were self-employed but are now unemployed
- 18 years or older

3 - Incumbent Workers

- Individuals who are employed, but need services to secure full-time employment
- Who are seeking to advance their careers
- Who are seeking to retain their current occupations
- 18 years or older
- Earning less than \$15 per hour

4 - New entrants to the Workforce – Out of School Youth

- No work experience
- Youth who have dropped out of school
- Ages 16-24

5 - New entrants to the Workforce – Adults

- Ages 18 or older
- No work experience

6 - New entrants to the Workforce – Long-term unemployed

- Ages 18 or older
- Unemployed more than 26 weeks (6 months)

Services available to participants: Career coaches will complete a four needs assessment to determine education level, identify training needs, and establish support services. The career coach will develop an individual service plan outlining the supports, activities, career pathways, and resources required to achieve participants' career objectives. The career coach will expertly braid resources from partner agencies. Support services will address Macon County residents' barriers: transportation and childcare. Support services include, but are not limited to, transportation and childcare vouchers, fees to replace ID documents, training, uniforms, assessment fees, and licensure/certification test fees as needed.

Career coaches will assess participants to identify a career pathway. Coaches may use the ACCET (Alabama College and Career Exploration Tool), the DAVID (Dashboard for Alabamians to Visualize Income Determinations), or other assessments. The tools will increase participants' understanding of career pathways and how education and training lead to higher wages over time.

Participants must complete the virtual, industry-specific concentration known as Mobilizing Alabama Pathways (MAPS), which introduces participants to the basic skills required for the selected industry.

Participants will earn two credentials, the National Career Readiness Certificate and the Alabama Certified Worker Certificate, which can be used as a prerequisite for entry-level employment.

Upon successfully completing the training, participants are eligible to be placed in on-the-job training with partner employers or pursue short-term certificates or degrees at community colleges, leading to career options.

Impactful Insights (II) will provide RTW/ACE training to high school seniors during regular school hours, resulting in graduates with recognized credentials. Insightful Insights (II) will assist seniors and their families with college and financial aid applications and promote workforce training options.

Policies: With the exception of eligibility requirements, Workforce Innovation and Opportunity Act (WIOA) policies and procedures will be used to administer the grant. Eligibility requirements for MCDWI participants are issued in this GWID. Below is a list of policies:

Property Management – *State of Alabama Property Inventory Manual*

Determining Allowable Costs – *Statewide WIOA Fiscal Procedures Manual & CR 200.*

Protection of Personally Identifiable Information (PII) – Governor's Workforce Innovation Directive (GWID) PY 2018-01 Guidance on the Handling and Protections of Personally Identifiable Information (PII)

Record Retention – GWID PY 2021-11 Workforce Development Division Records Disposition Authority

Procurement/Purchasing – GWID PY 2015-12 Statewide WIOA Procurement Procedures

Sub-recipient Monitoring – Program Integrity Section Monitoring Procedures

Complaints/Grievances – GWID PY 2016- 05, Change 1 WIOA Equal Opportunity and Nondiscrimination Requirements

3. Action.

The Central Alabama Works local area staff, Alabama Career Center staff, and the service provider are responsible for reviewing the attached information and procedures. Career Center staff may refer Individuals interested in the program to the service provider, Impactful Insights(II), for eligibility determination and services.

4. Contact.

Any questions regarding the program should be addressed to Edward Nall at (334) 242-5884 or by email at edward.nall@commerce.alabama.gov.

Tammy Wilkinson

Tammy Wilkinson, Division Director
Workforce Development Division