



VIRGINIA CAREER WORKS

NORTHERN REGION

**Virginia Career Works – Northern Region (Area #11)
2017-2020 Local Plan **ADDENDUM****

March 2019

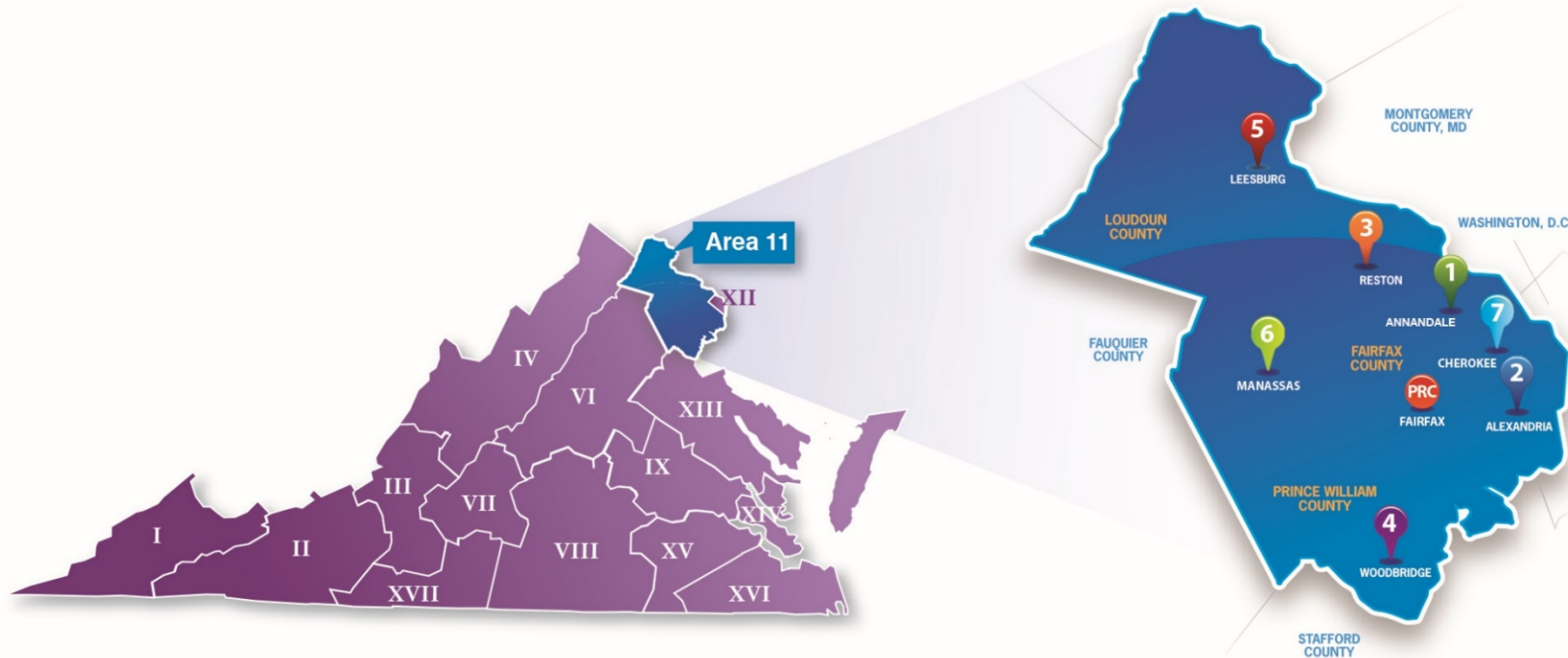
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**All comments and feedback should be emailed to info@vcwnorthern.com
by Friday, March 22, 2019 at 5:00 p.m. EDT.**

Virginia Career Works – Northern Region
8300 Boone Blvd., Suite 450
Vienna, VA 22182
(703) 827-3782
www.vcwnorthern.com

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Northern Virginia Workforce Area #11 and
Virginia Career Works Center Locations



The Virginia Career Works – Northern Region (VCWN) serves over two million residents and tens of thousands of businesses in Fairfax, Loudoun and Prince William counties and the cities of Falls Church, Fairfax, Manassas and Manassas Park. The Virginia Career Works Centers offer multiple free services to businesses seeking to hire and retain good workers while also providing job seekers opportunities to prepare for and find jobs that can support themselves and their families. The *SkillSource* Group, Inc. (*SkillSource*) is the non-profit fiscal agent for VCWN. The Northern Virginia region (Local Workforce Area #11) is recognized as one of the strongest local labor markets in Virginia and the nation.

The modifications outlined in the 2017-2020 WIOA Local Plan Addendum include new and expanded workforce and job training services provided by the Virginia Career Works – Northern Region and its multiple State, local and community-based partner organizations, as we have continued to meet growing local community needs. VCWN assembled a Local Plan Work Group that met on February 13, 2019 to review updated Labor Market Information, discuss updates to the Local Plan that have occurred since the original Plan was submitted in 2017, and brainstorm future actions/activities based on the strategic goals of the organization.

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Local Strategic Planning Elements

a. Workforce Demand Analysis (page 8)

i. Existing and emerging in-demand industry sectors and occupations (page 8)

The top in-demand industry sectors have remained consistent with the five industries noted in Virginia Career Works – Northern’s 2017-2020 Local Plan - Professional and Business Services (which includes Information Technology occupations), Health Care, Retail Trade, Food and Hospitality, and Construction. The table below from Northern Virginia Community College (NOVA) reflects the top growth occupations by number, and reflects occupations across all five (5) of Area #11’s top industries.

Top Growth Occupations by # (Predicted)

Occupation	Total # New Jobs	Average Salary
Software Developers/Programmers	10,558	\$115,100
Fast Food Workers	4,701	\$23,800
Computer and Information Analysts	4,657	\$106,100
Management Analyst	4,470	\$105,500
Building Cleaning Workers	3,966	\$28,500
General/Operations Managers	3,856	\$151,500
Nursing and Home Health Aides	3,833	\$29,100

When considering the top growth occupations by percentage, the table below from NOVA shows healthcare as the predominant growth industry.

Top Growth Occupations by % (Predicted)

Occupation	Annual Growth %	Average Salary
Nurse Practitioners	3.4%	\$109,100
Physician Assistants	3.4%	\$107,000
Personal Care Aides	3.2%	\$26,000
Physical Therapist Aides	3.1%	\$45,800
Statisticians	3.0%	\$101,300
Operations Research Analysts	2.9%	\$106,600
Nursing and Home Health Aides	2.8%	\$29,100

ii. Employment needs of employers in existing and emerging in-demand industry sectors and occupations (page 11)

In December 2018, Amazon announced that half of its second headquarters will be located in Arlington. This decision will likely create tens of thousands jobs in the Northern Virginia region,

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not only with Amazon, but other companies that want to work with Amazon and relocate to the region. This will spur development of new industry sector needs for the area within IT, as well as other industries and employers that will feel the “Amazon Effect”. The workforce need will be a challenge, with an already tight labor market that is extremely competitive for qualified IT workers, leaving smaller to mid-size companies that may not be able to compete with Amazon for talent. The impact will likely be felt in housing and transportation in the region, and may exacerbate a regional economy that already experiences a high cost of living and lack of affordable housing.

The need to train existing workers to fill this workforce demand is high, in order to meet the workforce demand. The Northern Virginia WIOA Local Plan Work Group determined that a focus for VCWN needs to be on shifting the focus of the Area #11 Employer Solutions Team from being the talent supply source to working with businesses to reduce their costs and provide greater consultation services on strategies to meet workforce demand and retain workers. This could also be accomplished through more Incumbent Worker Training, and creating more opportunities to build stackable credential career pathways for jobseekers seeing employment in this industry.

iii. The knowledge and skills needed to meet the employment needs of the employers in the region, including employment needs in in-demand industry sectors and occupations (page 12)

The top certifications that Northern Virginia employers are looking for in 2018 are listed below, with the top requirement being a Security Clearance.



The region continues to experience a demand for both highly skilled individuals in the IT

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industry that hold a Security Clearance and certifications such as Security+, PMP, CISSP, as well as those with their Commercial Driver’s License (CDL).

b. Workforce Supply Analysis (page 14)

i. Current labor force employment and unemployment data (page 14)

The regional labor market has only gotten tighter with a lower unemployment rate of 2.1% in Local Workforce Area #11 in December 2018 (VirginiaLMI.com). As a result, VCWN continues to see a higher demand of individuals enrolling in the WIOA Adult program that are underemployed, and seeking assistance with training and employment to find higher-paying positions that have more opportunities for growth. Recent data from Northern Virginia Community College (NOVA) supports that the number of jobs in the region has increased, with a total of 1.3 million jobs in the region in 2018 and 368,415 total job postings (or approximately 1 job posting for every 4 persons employed). 39.3% of job postings were for STEM-related occupations and 10.2% were specifically for cybersecurity. Approximately one-quarter of these job postings did not require education levels above a four-year Bachelor’s Degree.

e. Strategy & Partnerships (page 36)

In December 2018, the *SkillSource* Group, Inc. was awarded \$150,000 by the United Way of the National Capital Area through the SunTrust Foundation to launch a new Financial Empowerment Center (FEC) at the Virginia Career Works - Prince William Center, to provide year-round integrated financial services to low and middle-income residents in the Prince William County community. *SkillSource* has partnered with Virginia Cooperative

Extension Prince William to deliver the financial services and coaching; *SkillSource* is responsible for leading a planning process that will engage existing service partners and securing new ones to deliver on- and off-site services, planning for the physical use of space, and creating an outreach strategy to meet participant targets. The FEC will offer services such as Financial Coaching, Small Business Coaching, Housing Counseling, Financial and Small Business Workshops, and Housing Counseling. With the Prince William FEC being housed within the Virginia Career Works – Prince William Center, a State-Certified Comprehensive Center, the FEC can benefit from the multiple



Financial Empowerment Center
at Prince William County

UNITED WAY OF THE NATIONAL CAPITAL AREA POWERED BY SUNTRUST FOUNDATION

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other partners that are co-located to ensure comprehensive bundling of both workforce and financial services. The Prince William FEC builds off of the success of the Virginia Financial Success Network (VFSN) study that VCWN has operated since 2015, which has helped over 200 Workforce Innovation and Opportunity Act (WIOA) jobseekers to meet their financial goals, and is an opportunity for VCWN to expand the delivery of financial services to a larger population of jobseekers. The goal of the Prince William FEC is to serve 1,000 individuals in the first full twelve months of operation.

The grand opening of the Prince William Financial Empowerment Center was held on



November 19, 2018, with representatives from VCWN, SunTrust Foundation, the United Way of the National Capital Area, Virginia Cooperative Extension, and Prince William County Government staff and local elected officials, as well as other partners, present. In the first two months of operation, the FEC has already

served over 200 people.

VCWN has continued to expand to reach other “non-traditional” populations, and has been identified as a new sub-grant recipient of Federal WIOA Title V Older Worker funding, or Senior Community Service Employment Program (SCSEP) funding, from the National Council on Aging (NCOA), to serve older workers in the Virginia Career Works - Northern Region, to include Arlington County and the City of Alexandria. This service area would also extend west to Winchester, Virginia. Participants must be at least 55, unemployed, and have a family income of no more than 125% of the federal poverty level. Enrollment priority for the NCOA program is given to veterans and qualified spouses, then to individuals who are over 65, have a disability, have low literacy skills or limited English proficiency, reside in a rural area, are homeless or at-risk of homelessness, have low employment prospects, or have failed to find employment after using services through the American Job Center system.

VCWN will work with its One-Stop Operator staff from Fairfax County Department of Family Services (DFS), to recruit and deliver services to older jobseekers in the region. The SCSEP service model is focused on providing community service opportunities for older jobseekers seeking to be more involved and in providing a launching pad for potential part-time and full-time employment placements. SCSEP participants are limited to working up to twenty (20) hours per

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week in public or non-profit organizations, not private sector employers, and can be engaged with the program for up to four years. This contract with NCOA will commence on July 1, 2019 and VCWN will be expected to enroll 121 eligible jobseekers during the twelve-month contract award. Area #11 will be one of the only local workforce areas in Virginia to administer all five WIOA Title funds.

VCWN is also anticipating a new strategic service expansion to the Prince William – Manassas Adult Detention Center, to offer services for offenders in the Work Release Program in 2019, building off the success of the Pre-Release Employment Center at the Fairfax County Alternative Incarceration Branch (AIB). VCWN has operated the Pre-Release Employment Center at the Fairfax County AIB since 2008, and has successfully supported the transition of incarcerated adults back into the workforce and community by assisting inmates with finding employment. Since the Center has opened, over 900 jobseekers have been served at the Center and 760 (84%) have been placed into employment at a current average hourly wage of \$13.62 (\$28,330 annually.) Through U.S. Department of Labor and a Fairfax County Consolidated Community Funding Pool grant funding, VCWN has encouraged integration and dual-enrollment of transitioning jobseekers into WIOA, and has even been able to connect inmates with training prior to, and after, their release. The Prince William – Manassas Adult Detention Center is seeking to replicate this model, and VCWN will expand service delivery to provide employment assistance to this new population in 2019.

f. Additional Strategic Elements (page 37)

vi. Alignment of monetary and other resources, including private funds and in-kind contributions, to support the workforce development system (page 40)

In May 2016, *SkillSource* was awarded a three-year Employment Advancement for Temporary Assistance for Needy Families (TANF) Participants program, through an award from the Virginia Department of Social Services. This award expanded the first DSS project funded from 2013-2016, to provide subsidized and unsubsidized employment opportunities for TANF participants enrolled in the Virginia Initiative for Employment not Welfare (VIEW) program in Fairfax, Prince William, and Loudoun counties, and increase their self-sufficiency through employment. A Job Developer works closely with assigned participants to identify their employment goals and career interest. Where appropriate, participants may enter a three-month

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stipend-based work experience to strengthen their job skills and to promote job readiness, so they may better compete for higher wage jobs. Alternatively, some participants choose a direct employment opportunity, for which they are provided job-search support. In FY 2018, 150 Northern Virginia TANF jobseekers had been enrolled and 139 (93%) were placed into employment at an average wage of \$15.04/hour, or \$31,287 annually.

In 2017, *SkillSource* was awarded a second grant award from the Virginia Department of Social Services to expand the Employment Advancement for TANF Participants employment placement services to also include Fairfax and Prince William County residents that are below 200% of the Federal Poverty level, with a targeted focus on jobseekers with disabilities. As of December 31, 2018, 76 jobseekers had been enrolled and 38 (50%) were placed into employment at an average wage of \$16.39/hour, or \$34,091 annually. In 2018, *SkillSource* was awarded a third grant from the Virginia Department of Social Services to provide employment services to Fairfax and Prince William County residents, with a targeted focus on jobseekers with disabilities and ex-offenders. When factoring in the grant award amounts for all three (3) projects, TANF funding revenues total over \$673,613 in FY 2020. All projects are operated out of the Virginia Career Works – Northern Centers, and encourage utilization of the public workforce system, including dual enrollment into WIOA, where appropriate.

The first year of the Northern Virginia Team Independence (NVTI) Pay for Performance project, a partnership between *SkillSource*, VCWN, and Fairfax DFS, was completed on June 30, 2018. NVTI focused on skills development and employment outcomes for economically disadvantaged foster care and justice-involved young adults, ages 18 through 24, utilizing the Northern Virginia Workforce System. Virginia Career Works - Northern Region is the first local workforce area in the nation to use the P4P provisions in WIOA, which enable workforce boards to encourage providers to focus on harder to reach outcomes through performance—or “bonus”—payments. *SkillSource* has set aside P4P bonus payments to DFS to incentivize achievement of the WIOA outcome measures for young adults enrolled in the NVTI project.

The first data validation for the NVTI WIOA Pay for Performance project was completed by Third Sector Capital Partners in December 2018. For NVTI program participants who were enrolled in an education or training program between April 1, 2017 and June 30, 2018, ten (10) participants achieved a documented Measurable Skills Gain, or 23% of the 43 enrolled WIOA Youth. As the bonus payment per young adult that meets this milestone is \$712.30, *SkillSource*

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paid \$7,123 to the Fairfax County Department of Family Services for exceeding these goals during this first validation.

NVTI is the first Pay for Performance project in the nation to launch under WIOA, and now the first to issue bonus payments. There will be more opportunities for additional WIOA performance metrics to be achieved by Fairfax County DFS, thereby generating additional bonus payments.

ii. The generation of new sources of funding to support workforce development in the region (page 41)

As the non-profit entity of VCWN, *SkillSource* has pursued multiple other sources of funding outside of WIOA Formula Funds and has been successful in generating funding from Federal, State, local, and foundation grants to support workforce development activities in Northern Virginia. In FY2019, approximately 43% of *SkillSource*'s revenues came from non-WIOA funding. This includes funding from other grants, as described in this Addendum, such as multiple Disability Employment Initiative grants, the Virginia Financial Success Network, multiple Virginia Department of Social Services grants, the Fairfax County Consolidated Community Funding Pool, the United Way of the National Capital Area, and the Greater Washington Community Foundation.

In 2018, *SkillSource* was awarded a contract from the Prince William County Service Authority (PWCSA) to provide marketing, recruitment, assessment, and candidate referral services in order to fill vacant positions within the PWCSA. This award represents entry into a new line of business for *SkillSource* and VCWN, whereby an employer will pay some or all of recruitment costs and activities conducted by the Northern Virginia Employer Solutions Team. For every successful placement, the Service Authority would pay a rate of 7% of the salary of the person placed, subject to various milestones. Funding received would be able to offset WIOA costs. As multiple contracts were awarded to provide services to the PWCSA, Area #11 has not yet been selected to provide services, but has renewed this agreement for an additional year.

2. Local Workforce Development System Elements

a. *Programs/Partners Overview*

i. The programs that are included in the system (page 41)

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In 2016, the Virginia Employment Commission initiated planning efforts to meet WIOA service integration requirements; the VEC offices at 5520 Cherokee Avenue, in the Alexandria section of Fairfax County, had been identified for potential integration within Workforce Area #11. This site, located near the south-eastern border of Fairfax County, is located in a high-density, heavily trafficked section of Fairfax County and offered an ideal Virginia Career Works Center location that is nearly halfway between the Annandale and South County Centers. That Center had represented 40% of the VEC’s entire online job orders recorded annually for the entire Commonwealth. After multiple conversations between VEC and VCWN staff, and with approval of the VCWN and *SkillSource* Board of Directors, the Cherokee Avenue location re-opened in July 2018 as a Virginia Career Works Center, and is already seeing a high volume of jobseekers. Partners at this Center include VCWN and WIOA Adult, Dislocated Worker, and Youth staff, the Virginia Employment Commission, Stratford University, the Educational Credit Management Corporation (ECMC), an organization which provides financial tools and services, nonprofit career education, and job placement services to help students succeed and achieve their academic and professional goals, as well as staff from other *SkillSource* and VCWN programs, such as the Disability Employment Initiative and Virginia Financial Success Network.

VCWN has also added multiple new partners to its Virginia Career Works – Prince William Center; the Prince William Financial Empowerment Center, as referenced previously, was added as a new partner in 2018. Virginia Cooperative Extension – Prince William, a program of Virginia Tech and in partnership with Prince William County Government, is the primary provider of financial services for the PWFEC, and is a new partnership that has been formed at the VCW – Prince William Center. Stratford University, also a partner at the Virginia Career Works – Cherokee Avenue Center, became a new partner at the Center in 2018. In 2019, Melwood, a non-profit providing jobs and opportunities for people with disabilities for over 50 years in the greater Washington, DC area, has also become a new partner at the VCW - Prince William Center.

- ii. **How the Local WDB will support the strategy identified in the State Plan under § 676.105 (page 43)**

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In December 2018, following the Virginia Board of Workforce Development Policy 300-07, the Northern Virginia Workforce Development Board re-branded to the Virginia Career Works – Northern Region, and re-branded all of its *SkillSource* One-Stop Employment Centers to Virginia Career Works Centers. New signage has been created for all seven (7) centers, as well as new outreach materials, posters, business cards, letterhead, and a new website (www.vcwnorthern.com).

b. Collaborative Strategies (page 49)

i. Expand access to employment, training, education, and supportive services for eligible individuals, particularly eligible individuals with barriers to employment (page 49)

In 2017, *SkillSource* was awarded funding by the Greater Washington Community Foundation (GWCF) and the Greater Washington Workforce Collaborative to support the Northern Virginia IT Employment (NVITE) Partnership. The goal of NVITE is to provide unemployed, underemployed, and low-income jobseekers in the WIOA Programs, including veterans, Temporary Assistance for Needy Families (TANF) recipients, and ex-offenders, with intensive case management, employment coaching, and On-the-Job (OJT) skills training to launch them into entry-level, living wage careers as Computer User Support Specialists. The OJT training subsidies will provide customized training specific to the employer’s needs, culminating in permanent, sustainable employment for the jobseeker. An important goal of this initiative is to support an IT Industry Sector Partnership to address the disconnect between competency-based hiring in contrast with corporate HR personnel hiring policies that focus on academic credentials and qualifications. NVITE seeks to address the IT workforce needs of all Northern Virginia employers, not just those in the IT industry, while at the same time providing jobseekers with the opportunity to advance on an IT career pathway leading to economic mobility. This collaborative effort has engaged private sector employers, public sector employers, training providers, and organizations such as VCWN and *SkillSource* that deliver workforce services.

In 2017, Amazon Web Services (AWS) approached VCWN regarding their new Northern Virginia Solutions Architect Apprenticeship Program for veterans and military spouses with an Information Technology background. Northern Virginia was one of just three sites in the nation that AWS selected to launch this program. Spanning 12 months, the initial cohort included four months of training from July to September 2017, conducted by Northern Virginia Community

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College at their Regional Center for Workforce Education and Training in Woodbridge, Virginia. Eight (8) months of On-The-Job-Training followed at the AWS facility in Herndon, Virginia.

The initial cohort consisted of eight (8) veterans. Participants earned three in-demand IT credentials: AWS Solutions Architecture, CompTIA Linux+, and Net+. Training costs for two (2) jobseekers were paid in-full with WIOA funds. After apprenticeship completion, salaries were estimated to range between \$70,000 and \$122,000 annually, with benefits, and all eight apprentices successfully completed their training. Apprentices were paid during their 12-month training period, starting at 60% of starting wage, with incremental increases as earned.

AWS had strict eligibility requirements for the program. Participants had to be an honorably discharged veteran, transitioning service member, or military spouse, and also needed to have an undergraduate or graduate technical degree or an Associate's Degree in a technical field, plus 4 years hands-on technical work experience. Lastly, the participant had to be able to obtain and maintain a Top Secret security clearance with Sensitive Compartmented Information (TS/SCI).

VCWN worked with multiple partners, including the Virginia Employment Commission, Northern Virginia Community College, the Alexandria/Arlington Regional Workforce Council, Virginia Department for Aging and Rehabilitative Services, Virginia Department for Blind and Visually Impaired, and Virginia Values Veterans, to recruit for the initiative, and sent over 40 qualified veteran resumes to AWS for consideration. This apprenticeship cohort was considered a success and has continued through Northern Virginia Community College.

c. One Stop System (page 60)

i. How entities within the one-stop delivery system, including one-stop operators and the one-stop partners, will comply with WIOA sec. 188, if applicable, and applicable provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et seq.*) regarding the physical and programmatic accessibility of facilities, programs and services, technology, and materials for individuals with disabilities, including providing staff training and support for addressing the needs of individuals with disabilities (page 62)

In 2017, the Virginia Community College System (VCCS), in partnership with the Department for Aging and Rehabilitative Services (DARS), the Virginia Employment Commission (VEC), the Virginia Department of Education (DOE), and Local Workforce Development Areas (LWDAs) 11 and 12, received a Disability Employment Initiative (DEI) grant from the U.S. Department of Labor to support a regional effort in Northern Virginia to enhance existing career pathways for adults with disabilities age 18-64. DARS is overseeing the

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implementation of this project in the LWDAs. The primary goal is to help individuals with disabilities acquire marketable skills and recognized post-secondary credentials that enable them to secure competitive integrated employment in the high-demand, high-quality occupation of Informational Technology. The regional career pathway will encompass multiple entry and exit points to include consistent and non-duplicative assessment, participant-focused education, contextualized training, stackable credentials, paid work experiences and support service offerings focused on job seekers with disabilities.

With grant funding, VCWN has two full-time Disability Resource Coordinators (DRC) to serve job seekers with disabilities at the VCW – Northern Centers through disability trainings, technical assistance and support of *SkillSource*'s Ticket to Work program. Proposed outcomes are focused on the increase of participants with disabilities enrolled in WIOA and outcome goals that align with the negotiated WIOA performance benchmarks.

In 2018, VCWN added a Job Seeker Advocate position under the DEI grant to collaborate with Northern Virginia Community College to assist students with disabilities with any accommodations or assistive technology needs, as well as helping students be successful in their career pathways. The Job Seeker Advocate would also ensure coordination with the public workforce system and support for students through WIOA, Wagner-Peyser, and other programs.

ii. The physical locations of each comprehensive Virginia Workforce Center in the local area, and the co-location strategy for each center (current and planned) (page 65)

As previously mentioned, VCWN opened a 7th Virginia Career Works Center location at 5520 Cherokee Avenue, Alexandria, Virginia 22312 in July 2018. This Center is a full-service Center with multiple partners that are under a cost-sharing agreement. VCWN will apply for State certification for the Cherokee Avenue Center as an Affiliate location in 2019.

iii. Process to meet and maintain staff certification and Virginia Workforce Center certification as required by Virginia Workforce Council Policy 10-01 (page 70)

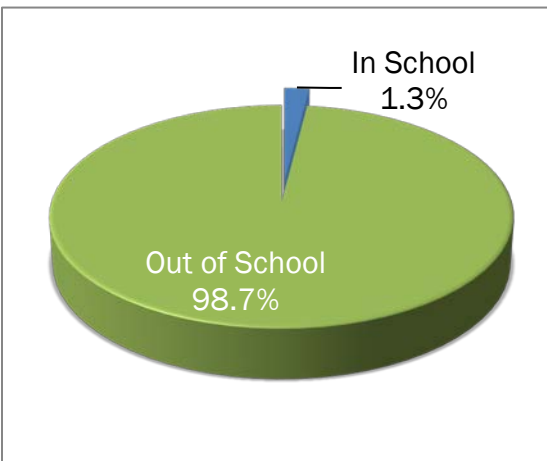
In accordance with Virginia Workforce Letter No. 17-02: One-Stop Certification Process that was released in August 2017, VCWN applied for State-certified Comprehensive status for the Virginia Career Works – Prince William Center, which was approved in March 2018. VCWN also applied for Affiliate Status for four (4) of its locations – VCW – Fairfax Annandale,

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VCW – Fairfax Alexandria, VCW – Fairfax Reston, and VCW – Loudoun Workforce Resource Center in June 2018. Two (2) locations, Alexandria and Loudoun, have been approved for Affiliate status; Reston and Annandale are on Probationary status, pending building changes that need to be made in order to comply with ADA regulations. These are expected to be completed by the building owner in the next few months.

d. Youth Services Provided (page 74)

v. Strategies to identify, recruit and retain out-of-school youth, and efforts to ensure the required percent of WIOA youth funds are expended (page 77)



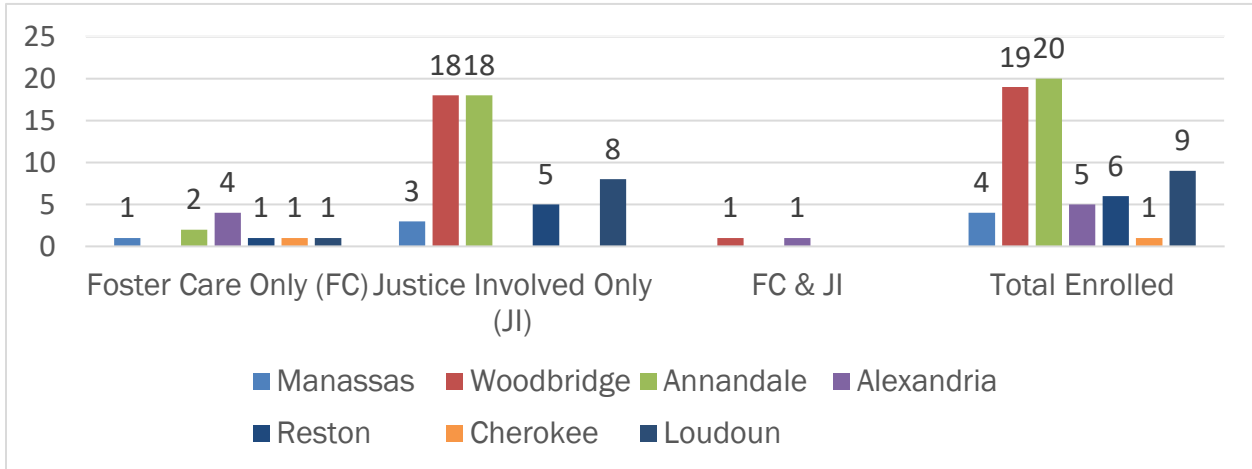
Due to the requirements under WIOA to focus on the Out-of-School Youth populations, Area #11 has continued to conduct extensive outreach efforts to older out-of-school youth, including collaboration with partner government agencies, faith and community-based organizations, community centers, juvenile justice agencies, and programs that support school drop-outs and juvenile delinquency. Additionally, the Youth Program is introduced and

available to older youth who come into the Virginia Career Works – Northern Centers located throughout the workforce area. As a result, as of January 2019, nearly 99% of those enrolled in the WIOA Youth Program are Out-of-School Youth. Furthermore, 88% are between the ages of 19 to 24 years old.

ix. Pay-for-performance policy (page 78)

As previously referenced, VCWN’s Northern Virginia Team Independence (NVTI) Pay for Performance Project launched in July 2017, the first under WIOA P4P to launch in the nation. As of January 2019, 237 foster care and justice-involved youth have been referred to the project, and 64 have been enrolled. The project is well on its way to meeting the three-year goal of 100 enrollments. The employment rate at case closure is 79% and the credential rate is 78%. The chart below shows the numbers enrolled by eligibility criteria and location.

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e. Training Services (page 79)

i. How the use of such contracts will be coordinated with the use of individual training accounts (page 79)

In 2017, VCWN modified the value of an Individual Training Account funded through WIOA Formula funding. The maximum training fund limit for WIOA Adults was increased to \$4,500 and \$5,000 for Dislocated Workers. The training fund limit on an individual ITA for Adults is \$3,000 and \$3,500 for Dislocated Workers. The additional funds allocated to each participant will be specifically tied to additional training certifications through stackable credentials. A priority is still placed on short-term certification, so nearly all training activities do not exceed eight to nine months in duration. For FY 2018, Workforce Area #11 obligated nearly \$900,000 for 429 Adult/DW and Youth Program ITAs.

In November 2016, the Virginia General Assembly mandated that all local workforce areas expend 40% of their WIOA expenditures on training activities, as outlined in Virginia Workforce Letter No. 14-17, Change 1. Since that time, Area #11 has consistently met the 40% expenditure requirement.

n. Priority of Service (page 82)

Following the guidance outlined in Virginia Workforce Letter No. 18-04, VCWN passed a revised Priority of Service policy that outlined how Priority of Service would be applied for the WIOA Adult Program. When programs are statutorily required to provide priority to a particular group of individuals, as described above, priority must be provided in the following order:

1. First, to veterans and eligible spouses who are also included in the WIOA Priority groups given statutory priority for WIOA Adult formula funds. This means that veterans and eligible spouses

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who are public assistance recipients, other low-income individuals, or individuals who are basic skills deficient would receive first priority for services provided with WIDA Adult formula funds for individualized career services and training services.

2. Second, to non-covered persons (that is, individuals who are not veterans or eligible spouses) who are included in the WIOA Priority groups given statutory priority for WIOA Adult formula funds.
3. Third, to veterans and eligible spouses who are not included in WIOA's priority groups.
4. Fourth, to priority populations established by the Governor and/or the Virginia Career Works – Northern Region. As of the date of this policy, Veterans are a priority population established by the Governor. Virginia Career Works – Northern Region has identified Individuals with Barriers to Employment as priority populations, and as defined in WIOA and above. Individuals with Barriers to Employment would include:
 - (1) Displaced homemakers
 - (2) Low-income individuals
 - (3) Indians, Alaska Natives, and Native Hawaiians
 - (4) Individuals with disabilities including youth who are individuals with disabilities
 - (5) Older individuals (55 and older)
 - (6) Ex-offenders
 - (7) Homeless individuals (as defined in the Violence Against Women Act), or homeless children and youths (as defined in the McKinney-Vento Homeless Assistance Act)
 - (8) Youth who are in, or have aged out of, the foster care system.
 - (9) Individuals who are English language learners, individuals who have low levels of literacy, and individuals facing substantial cultural barriers
 - { 10) Eligible migrant and seasonal farmworkers
 - (11) Individuals within two years of exhausting lifetime eligibility under part A of title IV of the Social Security Act (TANF)
 - (12) Single parents (including single pregnant women)
 - (13) Long-term unemployed individuals
 - (14) Such other groups as the Governor involved determines to have barriers to employment [WIOA Sec. 3(24))
5. Last, to non-covered persons outside the WIOA Priority groups given priority under WIOA.

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f. Fiscal Agent (page 85)

i. Identification of the entity/fiscal agent responsible for the disbursement of grant funds described in WIOA sec. 107(d)(12)(B)(i)(III), as determined by the chief elected official (page 85)

In December 2018, Virginia Career Works – Northern staff coordinated closely with Fairfax County officials, primarily from the Departments of Family Services, Finance, Purchasing and Risk Management, the County Attorney’s Office and the Office of Management and Budget, to prepare and draft two new Agreements. The Agreements reflect that the *SkillSource* Group, Inc. will operate as a WIOA subgrant recipient to the Virginia Career Works Northern Region and include 1) WIOA Fiscal Agent Agreement and 2) Federal Subaward Agreement. The Agreements are drafted for a two-year period, to coincide with the two-year Virginia Career Works – Northern Consortium Agreement, which is currently in effect through June 2020. The two Agreements were finalized and signed in December 2018, and can be viewed on the VCWN website (www.vcwnorthern.com).

t. Quality Assurance (page 88)

Each year, *SkillSource* and now Virginia Career Works Northern Region, prepares an annual Return On Investment Study; in FY 2018, the Study was conducted and prepared by Chmura Economics and Consulting, based in Richmond, VA. The ROI Study compares public workforce costs with the economic benefits from employment outcomes attained in order to determine the impact of programs administered by Area #11. The study conducted for FY 2018 reflects positive ROI results and \$54.8 million in estimated labor income generated. Comparing the cost to the benefits derived from Area #11’s multiple workforce and training skill programs in terms of total household (or labor) income, shows that the benefit/cost ratio is 8.8, indicating that the benefits derived from these programs were almost five and a half times greater than the costs required to generate those benefits. If job placements through career services are considered, the benefit/cost ratio increases to approximately 12.7. The full FY 2018 ROI Study can be reviewed online at www.vcwnorthern.com.