

## **2.10 Annual Authorization for Workforce Innovation and Opportunity Act Program and Projects for 2024-2025.**

### **Recommendation:**

Adopt an annual resolution authorizing the City Manager or her designee to negotiate and execute the following agreements relating to the Workforce Innovation and Opportunity Act Program and projects:

- (a) All contracts, amendments, agreements, leases, subleases, and memorandums of understanding with contractors, consultants, vendors, and partners providing services to the Workforce Innovation and Opportunity Act Program and workforce programs funded by other sources, including but not limited to, novations or assignments, case management contracts, and consultant contracts, for the period July 1, 2024 to June 30, 2025, in accordance with procurement procedures and requirements mandated by the State and Federal governments for Workforce Innovation and Opportunity Act grant recipients and with established City procurement procedures and requirements, that have been reviewed and approved, as required, by the work2future Workforce Development Board, so long as monies have been appropriated and there is an unexpended and unencumbered balance of such appropriation sufficient to pay the expenses of the agreement.
- (b) All memorandums of understanding with Required and Additional One-Stop Partners for the period July 1, 2022 to June 30, 2026, in accordance with Section 121 of the Workforce Innovation and Opportunity Act, including but not limited to, memorandums of understanding with other workforce development boards, regional memorandums of understanding, partnership agreements, cost-sharing agreements, regional consultant agreements, and memorandums of understanding with cities and the unincorporated area of Santa Clara County whose residents receive services from the work2future One Stops, a partner of the America's Job Center of California<sup>SM</sup>, so long as monies have been appropriated and there is an unexpended and unencumbered balance of such appropriation sufficient to pay the expenses, if any, of the agreement.
- (c) All amendments to City Council-approved agreements that have been reviewed and approved, as required, by the work2future Board so long as monies have been appropriated and there is an unexpended and unencumbered balance of such appropriation sufficient to pay the expenses of the agreement.
- (d) All grant applications, grant agreements, subgrant agreements, and any documents necessary to accept the grant for discretionary funding applied for and approved by the work2future Board, for multi-year periods so long as monies have been appropriated and there is an unexpended and unencumbered balance of such appropriation sufficient to pay the expenses of the agreement.
- (e) All Eligible Training Provider List, Youth Career Technical Training, Youth Workshops, Adult Workshops, and Adult Cohort agreements, and multiple-scope agreements that combine two or more of the above agreements that have been reviewed and approved, as required, by the work2future Board, for the period from July 1, 2024, to June 30, 2025, subject to annual appropriation of funds by the Workforce Development Board.
- (f) All agreements specified in sections (a) through (e) above with a term end date beyond the fiscal year in which the contract begins (an end date beyond June 30, 2025), so long as monies have been appropriated and there is an unexpended and unencumbered balance of such appropriation sufficient to pay the expenses of the agreement.

(g) All agreements specified in sections (a) through (e) above that do not involve a disbursement of funds (no-fund agreement) with an end term beyond the fiscal year in which the agreement begins (beyond June 30, 2025).

CEQA: Not a Project, File No. PP17-003, Agreements/Contracts (New or Amended) resulting in no physical changes to the environment. (Economic Development and Cultural Affairs)



# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Nanci Klein

**SUBJECT:** SEE BELOW

**DATE:** May 20, 2024

Approved

Date

5/30/24

**SUBJECT: ANNUAL AUTHORIZATION FOR WORKFORCE INNOVATION AND OPPORTUNITY ACT PROGRAM AND PROJECTS FOR 2024-2025**

## **RECOMMENDATION**

Adopt an annual resolution authorizing the City Manager or her designee to negotiate and execute the following agreements relating to the Workforce Innovation and Opportunity Act Program and projects:

- (a) All contracts, amendments, agreements, leases, subleases, and memorandums of understanding with contractors, consultants, vendors, and partners providing services to the Workforce Innovation and Opportunity Act Program and workforce programs funded by other sources, including but not limited to, novations or assignments, case management contracts, and consultant contracts, for the period July 1, 2024 to June 30, 2025, in accordance with procurement procedures and requirements mandated by the State and Federal governments for Workforce Innovation and Opportunity Act grant recipients and with established City procurement procedures and requirements, that have been reviewed and approved, as required, by the work2future Workforce Development Board, so long as monies have been appropriated and there is an unexpended and unencumbered balance of such appropriation sufficient to pay the expenses of the agreement.
- (b) All memorandums of understanding with Required and Additional One-Stop Partners for the period July 1, 2022 to June 30, 2026, in accordance with Section 121 of the Workforce Innovation and Opportunity Act, including but not limited to, memorandums of understanding with other workforce development boards, regional memorandums of understanding, partnership agreements, cost-sharing agreements, regional consultant agreements, and memorandums of understanding with cities and the unincorporated area of Santa Clara County whose residents receive services from the work2future One Stops, a partner of the America's Job Center of California<sup>SM</sup>, so long as monies have been

appropriated and there is an unexpended and unencumbered balance of such appropriation sufficient to pay the expenses, if any, of the agreement.

- (c) All amendments to City Council-approved agreements that have been reviewed and approved, as required, by the work2future Board so long as monies have been appropriated and there is an unexpended and unencumbered balance of such appropriation sufficient to pay the expenses of the agreement.
- (d) All grant applications, grant agreements, subgrant agreements, and any documents necessary to accept the grant for discretionary funding applied for and approved by the work2future Board, for multi-year periods so long as monies have been appropriated and there is an unexpended and unencumbered balance of such appropriation sufficient to pay the expenses of the agreement.
- (e) All Eligible Training Provider List, Youth Career Technical Training, Youth Workshops, Adult Workshops, and Adult Cohort agreements, and multiple-scope agreements that combine two or more of the above agreements that have been reviewed and approved, as required, by the work2future Board, for the period from July 1, 2024, to June 30, 2025, subject to annual appropriation of funds by the Workforce Development Board.
- (f) All agreements specified in sections (a) through (e) above with a term end date beyond the fiscal year in which the contract begins (an end date beyond June 30, 2025), so long as monies have been appropriated and there is an unexpended and unencumbered balance of such appropriation sufficient to pay the expenses of the agreement.
- (g) All agreements specified in sections (a) through (e) above that do not involve a disbursement of funds (no-fund agreement) with an end term beyond the fiscal year in which the agreement begins (beyond June 30, 2025).

## **SUMMARY AND OUTCOME**

Approval of this action ensures that the workforce development services provided to the community through the funding and contractual partnerships under the management of the work2future program will be delivered in a timely and efficient manner to meet the immediate needs of individuals seeking employment assistance. City Council has approved the omnibus resolution annually since 2000.

work2future, the federally authorized Workforce Development Board administered by the City of San José, provides workforce development services to the City of San José as well as seven other Santa Clara County cities and the county's unincorporated areas. In addition, work2future is certified by the State of California as a High Performing Board. work2future has a Board of Directors to oversee and ensure that it is in compliance with federal regulations and that it approves its annual budget.

work2future has met all federally mandated performance outcomes, including the number of adult and dislocated worker clients that enter employment, are retained in employment, and have average earnings of a specific amount mandated by the State of California (see **Attachment - work2future WIOA Performance Summary for WIOA Clients: Program Year 2021-2024**).

work2future also provides workforce services to San José youth through the San José Works program. The San José Works program places underserved youth into employment that is either subsidized using City of San José General Funds or unsubsidized with the employer paying the youth. The San José Works program also provides the youth with wrap-around services, such as career counseling, supportive services, mentoring, entrepreneurship training, wage theft, anti-harassment, and youth rights training. work2future has begun conducting outreach for the upcoming San José Works 10.0 program, which will begin in the summer of 2024. The program plans to provide 375 paid internships related to demand occupations and growth sector industries.

Staff recommends the City Manager's, or her designee's, authority to negotiate and execute various types of contracts, agreements, amendments, and memorandums of understanding to be reauthorized for Fiscal Year (FY) 2024-2025. All such agreements are compliant with federal, state, and local laws, rules, and policies, and have been approved by the work2future Board of Directors. There must be an unexpended and unencumbered balance of the appropriation sufficient to pay the expenses of each agreement.

## **BACKGROUND**

work2future is the local Workforce Development Board, under the City of San José's City Manager's Office of Economic Development and Cultural Affairs, to oversee and administer the federally funded Workforce Innovation and Opportunity Act (WIOA) programs and is certified by the California Workforce Development Board as a High Performing Board.

As mandated by WIOA, work2future is led by a Board of Directors comprised of 17 members representing the diversity of Silicon Valley's employers, including well-known companies such as Applied Materials, Google, Kaiser Permanente, Manex, Tech Mahindra, and CAES. It also includes required representation from the California Employment Development Department, the State Department of Rehabilitation, Eastside Adult Education, and the County of Santa Clara's Social Services Agency, and labor unions.

For calendar year 2023, work2future secured employment for nearly 1,000 WIOA participants with 83% placed into high-wage, high-growth occupations. The vast majority of work2future clients are low-income youth and adults with multiple barriers to employment; 80% are Black, Indigenous, or people of color, and 60% are unstably housed.

Additionally, the San José Works program placed 375 high school youth in subsidized employment, with 100% placed in areas related to high-growth wage occupations. Furthermore, the San José Works program, during FY 2022-2023 secured unsubsidized employment for another 454 youth participants ages 16-29 and anticipates meeting or exceeding this number for the current fiscal year. Over 80% were Black, Indigenous, and people of color and referred by the Department of Parks, Recreation, and Neighborhood Services and its Youth Empowerment Alliance program and/or live in priority neighborhoods.

The work2future federally mandated Board of Directors is responsible for ensuring adherence to federal regulations, providing guidance and oversight of the annually adopted budget, including review of the Local Plan<sup>1</sup> and Regional Plan<sup>2</sup>, which were approved by the California Workforce Development Board. The Mayor of San José is the federally designated local chief elected official and the City of San José is the fiscal agent for the program. work2future's service delivery area includes the cities of San José, Gilroy, Campbell, Morgan Hill, Saratoga, Los Gatos, Los Altos Hills, Monte Sereno, and the unincorporated areas of Santa Clara County.

As highlighted below, work2future continues to serve populations with significant barriers to employment while offering a variety of services to help address the "skills gap" facing work2future clients.

### **Trends in the Regional Labor Market**

For 2023 was generally a positive year for the United States economy. However, this was not fully mirrored locally, and analysis of the local economy between 2020 and early 2024 reveals persistent vulnerability, particularly as it relates to important segments of our community.

- San José's March 2024 unemployment rate was 4.4% (preliminary), up from 3.3% in February 2023. Though still below the Federal Reserve's "full employment" benchmark of 5%, the City's unemployment rate surpassed the United States unemployment rate in August 2023 and has remained above since then.
- Furthermore, companies announced layoffs within the county, permanently affecting approximately 12,000 workers between March 2023 and February 2024.
- Of particular note, unemployment continues to be distributed unevenly across communities. The countywide unemployment rate in December 2023 was 5.3% for Latino workers compared to 3.4% among non-Latinos. For Black/African Americans, the December 2023 unemployment rate was 8.7%, while the overall unemployment rate was 3.9%.
- For low-income households, inflation, although declining, remains a significant stressor. For example, while median wages for 20 of the lowest-wage occupations in Santa Clara County rose by nearly 12% between 2020 and 2022, the most recent year for which comparative

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<sup>1</sup> Local Plan link - <https://www.work2future.org/wp-content/uploads/2022/01/work2future-LOCAL-PLAN-2021-24.pdf>

<sup>2</sup> Regional Plan link - <https://www.work2future.org/wp-content/uploads/2022/01/work2future-REGIONAL-PLAN-2021-24.pdf>

wage and food price data is available, the overall price of food over this same period rose by about 17%.

The following section highlights work2future's accomplishments and activities.

### **Focus on High-Wage and High-Growth Occupations**

For calendar year 2023, work2future secured employment for 983 WIOA participants, with 83% placed in high-wage, high-growth occupations. Examples include network technicians, cybersecurity, logistics and supply chain engineers, a variety of occupations related to artificial intelligence, medical and dental assistants, and EKG technicians.

One example of this focus on high-wage, high-growth occupations was the 93 WIOA youth clients who received paid, living wage work experience. Many of these clients were system-impacted, low-income, basic skills deficient, and unstably housed. All participants earned a living wage (\$27 per hour) for approximately 250 hours and worked in areas related to business/finance, healthcare, manufacturing, information communication technology, and construction and trades. All 93 participants completed their work experience programs, with 70 participants placed in unsubsidized/permanent employment related to high-wage, high-growth occupations and/or entered post-secondary education, with the remaining 23 continuing with career services.

Essential to the success of the work experience program has been work2future's partnership with education and other community-based organizations, such as the San José Conservation Corp, San José Job Corp, Bill Wilson Center, Metro Ed, and the County of Santa Clara's HUB Youth Center (HUB), whose commitment to leverage our collective expertise and resources resulted in these notable outcomes. Metro Ed, for example, provided career technical education in the areas of medical and dental assistance. Partnerships with the Bill Wilson Center and the HUB provided the young adult participants with housing assistance, supportive services, and shared case management while earning and gaining technical and career readiness skills.

### **San José Works Secures Employment for Nearly 830 Young Adults**

The San José Works program, in partnership with the Department of Parks, Recreation, and Neighborhood Services and its Youth Empowerment Alliance program, provided 375 high school youth with subsidized paid internships, with 100% of these related to high-wage, high-growth occupations. Furthermore, the San José Works program, during FY 2022-2023, secured unsubsidized employment for another 454 youth participants aged 16-29 and anticipates meeting or exceeding this number for the current fiscal year.

Over 80% of youth clients were Black, Indigenous, and people of color, and 82% were referred by the Department of Parks, Recreation and Neighborhood Services Youth Empowerment Alliance program and/or lived in priority neighborhoods. All 375 participants successfully completed career readiness training, which entailed soft skills, emotional intelligence, financial

literacy, career exploration, entrepreneurship, and wage theft prevention. Examples of key employers involved with the program were Intuit, Roku, CreaTV, NK Technologies, Veggielution, the Children's Discovery Museum, the Santa Clara County Association of Realtors, and seven different City of San José departments.

Of note, all 92 of the graduating seniors in the San José Works program secured employment, entered post-secondary education, and/or continued with career services: 32 are currently employed, with an additional 28 currently employed and in post-secondary education; 17 are in post-secondary education; and 15 are in a career service. In addition, over 90% of participants expressed confidence in being better able to independently conduct a job search, while 93% indicated that they had acquired several transferable skills during the program.

Additional San José Works program highlights are outlined below.

- **Mentorship Program** – During the summer 2023, 75 participants were paired with mentors for a personalized one-on-one experience. Notably, the program achieved a 98% participation rate. San José Works collaborated with notable companies such as Tata Consultancy Services, Intel, Hewlett Packard Enterprise, Bank of America, Western Digital, and City of San José to enlist mentors. Nearly 80% of mentors/mentees have sustained their relationships beyond the program's conclusion.
- **Artificial Intelligence Training** – San José Works, in partnership with Roku, secured 60 paid internships for young adults to provide them with hands-on experience with artificial intelligence applications to create a chatbot.
- **Entrepreneurship Program** – San José Works expanded its entrepreneurship workshops with the successful introduction of the "SJ Works Entrepreneurship 101" training program. In collaboration with subject matter experts and financial institutions, the program not only exposed youth to the basic principles of entrepreneurship through a series of workshops, but also offered youth a paid work experience with a small business, providing them with an opportunity to apply what they have learned.
- **Youth Ambassador Program** – With the goal of enhancing youth engagement, 15 graduates of the San José Works program supported the design and implementation of various job coaching and training programs accessed by all 375 youth clients in the paid work experience program. Given the success and the positive feedback, staff anticipates adding more ambassadors in the upcoming year.

Additionally, in support of the City's Children and Youth Master Plan, San José Works will continue to help expand career pathways in high-wage, high-growth occupations in partnership with the Department of Parks, Recreation and Neighborhood Services Youth Empowerment Alliance, the San José Public Library, and the City Manager's Office of Racial and Social Equity.

### **Career Pathways Training with a Focus on High Wage, High Growth Occupations**

work2future's strategy includes developing employer-driven skills training focusing on a broad range of programs that align with high-wage, high-growth occupations. As federally required, all WIOA-funded training must lead to a nationally and industry-recognized credential. work2future



WIOA clients will receive nationally and industry-recognized credential upon completion of training.

work2future's training programs and performance highlights are outlined below.

- **Artificial Intelligence Training** – In addition to the Roku artificial intelligence work experience partnership, work2future recently partnered with California Science and Technology Institute to provide training on artificial intelligence data analytics and emerging technologies. A total of 40 individuals recently started this training.
- **Healthcare Training** – work2future partnered with the Bay Area Medical Academy to provide training in healthcare to 72 individuals in areas related to medical assistants, phlebotomists, lab technicians, and EKG technicians. To date, 47 clients have been placed in unsubsidized/permanent employment in the healthcare field, 11 are in the process of completing their work experience hours to obtain state certifications, and 14 are continuing with career services.
- **Metrix Online Training** – work2future scaled its online training to the public with over 5,000 certificated courses in English and Spanish related to information technology, healthcare, business and finance, accounting, human resources, and advanced manufacturing. This Metrix license is available to all members of the public and work2future intends to continue its outreach efforts in low-resource census tracts to make this online tool, and other services provided by work2future, more easily accessible to the community.
- **Non-Traditional Apprenticeship Pathways** – work2future, in partnership with four semiconductor companies (Applied Materials, Western Digital, Infinera, and Enablence), the SEMI Foundation, the National Institute of Innovation and Technology, and Foothill Community College recently piloted the federal and state approved semiconductor and nanotechnology technician apprenticeships. To date, 14 apprentices have been hired and more hirings are expected in the coming months.
- **Pacific Gas and Electric Company Power Pathways** – work2future continued its long-standing training programs with the Pacific Gas and Electric Company. A pre-apprenticeship training program served 15 individuals, with 13 placed in high-paying jobs with the Pacific Gas and Electric Company and other related employers making over \$30 per hour, and the remaining two participants continuing with career services. Additionally, work2future is preparing to launch an Entry to Electric Operations Power Pathway Program in collaboration with Pacific Gas and Electric Company and San José City College. This program is scheduled to start in the summer of 2024 and will focus on training participants for utility industry careers in electric overhead, underground, and substation roles.
- **Trades Orientation Pathways** – work2future partnered with Working Partnerships and San José City College to provide a pre-apprenticeship training program to 87 individuals, with 64 placed in unsubsidized/permanent employment, with the remaining 23 continuing with career services.

## **Looking Ahead**

Over the next three to nine months, work2future will initiate new and/or expanded initiatives listed below.

- Support of the City’s Implementation Plan for the Santa Clara County Community Plan to End Homelessness – In direct support of the City Council-approved implementation plan, work2future will undertake the following pilot programs:
  - work2future, in partnership with San José Conservation Corps, San José Job Corps, Bill Wilson Center, the HUB, and Metro ED, will initiate or expand various pilot programs to serve unstably housed young adults with training, supportive services, shared case management, and job placement support related to high wage, high growth occupations.
  - work2future, with \$2.7 million of funding from the County of Santa Clara, will implement the Pathways to Self Sufficiency program to serve 40 clients, the majority of whom are anticipated to be unstably housed. These participants, who are on public assistance and/or justice-involved, will receive subsidized employment and earn a living wage for up to six months. Through this work experience, participants will enhance job skills, ultimately paving the way to secure permanent/unsubsidized job placements with a living wage or higher.
  - work2future, in collaboration with the City Manager’s Office, the School of Arts and Culture, County of Santa Clara Office of Supportive Housing, and the Santa Clara County Housing Authority, is embarking on a year-long technical assistance partnership with the Urban Institute’s Upward Mobility Framework Project. The framework identifies five pillars that support mobility from poverty and its predictors, which reflect performance and can be used to help bolster the conditions that boost upward mobility and narrow racial inequities for residents. The anticipated outcome from this peer learning and networking initiative is stronger partnerships to enhance coordination regarding housing and workforce development activities.
- Serving Justice-Involved Individuals – In partnership with the County of Santa Clara Office of the Sheriff, work2future anticipates launching a pilot project in the late summer of 2024 to serve up to 15 in-custody transitional young adults ages 18-24. These participants will obtain job readiness workshops, career advice, and job development. Upon release, these participants would have the opportunity to connect with employers with the goal of paving the way for them to become self-sufficient.
- Co-location in Low-Resource Census Tracts – To better serve eligible populations who qualify for WIOA services and to streamline processes, work2future staff will continue to expand its services at San José Conservation Corps, San José Job Corps, Metro ED, the HUB, and the Bill Wilson Center. work2future will also continue to explore enhanced service delivery at other community-based organizations that have historically served individuals with multiple barriers to employment and, as such, are at the risk of being unstably housed.
- Job Fairs in Low-Resource Census Tracts – In the upcoming fiscal year, work2future plans to host eight job fairs, with up to six in low-resource census tracts and two in partnership with San José City College. The most recent collaboration with San José City College, on April 23, 2024, brought together more than 70 employers and 550 youth and adult job seekers.

- Healthcare Sector Workforce Initiative – This initiative launched in April 2024 with a convening of more than a dozen leaders from hospitals, community clinics, and other healthcare providers in Santa Clara County. Key employer partners include the Hospital Council of Northern and Central California, Kaiser Foundation Hospitals in San José and Santa Clara, Stanford Children's Hospital, Gardner Foundation Health Services, AACI, and the County of Santa Clara Health System. The overarching goal of this effort is to provide enhanced career awareness and training strategies, leading to greater opportunities for placement for work2future clients.

## **ANALYSIS**

### **(a) Contracts and Agreements**

Staff recommends that City Council authorize the City Manager or her designee to negotiate and execute all contracts, amendments, agreements, leases, subleases, and memorandums of understanding with contractors, consultants, and vendors providing services to the WIOA Program and programs operated by work2future, including, but not limited to: novations or assignments; training vendor contracts; case management contracts; and consultant contracts.

Such agreements must comply with procurement procedures and requirements mandated by the state and federal governments for WIOA grant recipients and with established City procurement procedures and requirements. In addition, they must be reviewed and approved, as required, by the work2future Board of Directors, and may be executed so long as monies have been appropriated and there is an unexpended and unencumbered balance of such appropriation sufficient to pay the expenses of the agreement.

Under WIOA, work2future must enter into memorandums of understanding with required and additional one-stop partners for a three-year period, with agreements reviewed every three-year period to ensure appropriate funding and delivery of services. Other WIOA memorandums of understanding are on an ad-hoc basis. These memorandums include, but are not limited to:

- Memorandums of understanding with other workforce development boards;
- Regional memorandums of understanding;
- Partnership agreements;
- Cost-sharing agreements;
- Regional consultant agreements to share training and labor market research tools;
- Memorandums of understanding with other cities and the unincorporated area of Santa Clara County whose residents receive services from work2future;
- Required partners specified in WIOA Title I include programs authorized under the following:
  - Title II of the WIOA, Adult Education and Literacy;

- Title III of the WIOA, Wagner-Peyser Act, (State of California Employment Development Department);
- The Title IV of the WIOA, Vocational Rehabilitation Act (State of California Department of Rehabilitation);
- Senior Community Services Employment Program (Sourcewise);
- Migrant Seasonal Farmworkers Program (Center for Employment and Training);
- Community Services Block Grant (Center for Employment and Training);
- The Job Corps;
- Career and Technical Education under the Perkins Act;
- Veterans employment services under Chapter 41 of Title 38, U.S.C.;
- Employment and training activities carried out by the United States Department of Housing and Urban Development;
- Trade Adjustment Assistance;
- Unemployment Compensation Programs;
- County of Santa Clara departments and programs, including, but not limited to, Department of Social Services CalWORKS CalFresh Programs;
- Local child support agencies;
- English language learners, foreign born, and refugees;
- Re-entry services providers – probation, parole;
- Community-based organizations; and
- Labor organizations.

WIOA allows federal funds received by local workforce development boards during a program year to be expended during that program year and the succeeding program year. To meet the needs of clients and businesses that work2future serves, there must be sufficient flexibility to begin agreements in one fiscal year and end agreements in the following fiscal year to provide a continuum of services consistent with and in alignment with work2future's programs. The nature of some work2future services is such that programs offered to clients can be initiated during various periods within the fiscal year. The coordination of vendor training programs, such as the Eligible Training Provider List, Youth Career Technical Training, Youth Workshops, Adult Workshops, and Adult Cohort Training, is dependent on when the client is determined eligible and the type and length of the training program selected. No-fund agreements that provide work experience to youth program participants are dependent upon a school year and summer schedule. In addition, adult programs are subject to similar variables. Under these circumstances, the time to perform and complete services necessitate extending the agreement beyond the fiscal year.

The City Manager, or her designee, will ensure that sufficient funds have been appropriated and are available and that agreements are in accordance with federal and state laws and regulations.

**(b) Grant Applications and Grant Agreements**

work2future will endeavor to obtain additional discretionary funding through grant applications for the FY 2024-2025. Funding proposals may require partnerships with other public, private,

and community-based organizations as a prerequisite for funding. In other instances, funding may be awarded to work2future for activities that may be undertaken by community-based organizations, institutions of higher education, or vendors to be selected through a subsequent request for proposal processes. These grants can support City operations through the payment of overhead and in support of Citywide services that align with WIOA activities.

As discretionary grants may be for terms of up to four years, staff recommends that the City Council authorize the City Manager, or her designee, to negotiate and execute all grant applications, grant agreements, subgrant agreements, and any documents necessary to accept the grant for discretionary funding applied for and approved by the work2future Board of Directors, for multi-year periods not to extend beyond June 30, 2028, pending appropriation of grant funds by City Council.

(c) City Council Reporting

The work2future program is housed within the City Manager's Office of Economic Development and Cultural Affairs. The City Manager's Office of Economic Development and Cultural Affairs and work2future make an annual comprehensive presentation on formula and discretionary funding availability, contracting and program activities and performance, and client services to the Community and Economic Development Committee.

**EVALUATION AND FOLLOW-UP**

No additional follow-up actions with City Council are expected at this time. work2future will provide a program update to the Community and Economic Development Committee scheduled for April 2025.

**COORDINATION**

This report has been coordinated with the City Attorney's Office, the City Manager's Budget Office, and the Department of Planning, Building, and Code Enforcement.

**PUBLIC OUTREACH**

The WIOA activities represented in this report involve a wide variety of public outreach activities, including working with various community-based organizations, private-sector businesses, educational entities, and other governmental organizations. The work2future Board of Directors is comprised of 17 private and public sector members and has sought public input at all work2future board and committee meetings on each of the projects detailed above. All work2future board and committee meetings, as well as those of the supporting committees, are

HONORABLE MAYOR AND CITY COUNCIL

May 20, 2024

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covered by the Brown Act and are subject to public notice requirements and public comment sections on the agendas of their meetings.

This memorandum will be posted on the City's Council Agenda website for the June 11, 2024 City Council meeting.

### **COMMISSION RECOMMENDATION AND INPUT**

No commission recommendation or input is associated with this action.

### **CEQA**

Not a Project, Public Project File No. PP17-003, Agreements/contracts (New or Amended) resulting in no physical changes to the environment.

### **PUBLIC SUBSIDY REPORTING**

This item does not include a public subsidy as defined in section 53083 or 53083.1 of the California Government Code or the City's Open Government Resolution.

/s/

NANCI KLEIN

Director of Office of Economic Development  
and Cultural Affairs

For questions, please contact Sangeeta Durrall, Division Manager - work2future, City Manager's Office of Economic Development and Cultural Affairs, at (408) 314-9444 or [sangeeta.durrall@sanjoseca.gov](mailto:sangeeta.durrall@sanjoseca.gov)

Attachment - work2future WIOA Performance Summary for WIOA Clients: Program Year 2021-2024

## Attachment

work2future WIOA Performance Summary for WIOA Clients:  
Program Year 2021-2024  
Federal Performance Results

WIOA PROGRAM YEAR	2021-2022			2022-2023		
Performance	Actual	Required	Success Rate	Actual	Required	Success Rate
<b>ADULT</b>						
Entered Employment 2 <sup>nd</sup> Quarter	58.9%	62.0%	96.0%	75.4%	65%	116.0%
Entered Employment 4 <sup>th</sup> Quarter	60.6%	61.0%	99.3%	70.2%	62%	113.2%
Median Earnings	\$10,583	\$6,250	169.3%	\$11,277	\$7,500	150.0%
Credential Attainment Rate	63.9%	55.0%	116.2%	70.6%	65.5%	107.8%
<b>DISLOCATED WORKER</b>						
Entered Employment 2 <sup>nd</sup> Quarter	67.3%	65.0%	103.5%	72.6%	68.0%	100.0%
Entered Employment 4 <sup>th</sup> Quarter	68.2%	67.0%	101.8%	76.0%	67.0%	113.4%
Median Earnings	\$12,250	\$7,800	157.1%	\$11,572	\$8,508	136.0%
Credential Attainment Rate	76.7%	58.0%	132.2%	71.4%	67.7%	105.0%
<b>YOUTH</b>						
Entered Employment or Ed 2 <sup>nd</sup> Q	73.3%	71.0%	103.2%	82.4%	71.0%	116.0%
Entered Employment or Ed 4 <sup>th</sup> Q	66.4%	67.5%	98.4%	70.0%	66.0%	106.0%
Median Earnings	\$5,755	\$3,390	169.8%	\$6,871	\$4,000	171.8%
Credential Attainment Rate	52.0%	57.5%	90.4%	75.0%	60.4%	124.2%
For each program year provided State Performance is met at 90%						
				<b>2023-2024 3<sup>rd</sup> Quarter</b>		
<b>WIOA PROGRAM YEAR 2023 -2024 3<sup>RD</sup> QUARTER</b>				Actual	Required	Success Rate
<b>Adult</b>						
Entered Employment Rate 2 <sup>nd</sup> Quarter				71.8%	65.0%	110.5%
Entered Employment Rate 4 <sup>th</sup> Quarter				70.0%	62.0%	112.9%
Median Earnings				\$11,807	\$7,500	157.4%
Attainment of Credential				76.3%	65.5%	116.5%
Measurable Skill Gain				80.0%	55.0%	145.5%
<b>Dislocated Workers</b>						
Entered Employment Rate 2 <sup>nd</sup> Quarter				69.0%	68.0%	101.5%
Entered Employment Rate 4 <sup>th</sup> Quarter				67.9%	67.0%	101.3%
Median Earnings				\$10,634	\$8,500	125.1%
Attainment of Credential				73.1%	68.0%	107.5%
Measurable Skill Gain				84.1%	55.0%	152.9%
<b>Youth</b>						
Entered Employment Rate 2 <sup>nd</sup> Quarter				75.7%	71.0%	106.6%
Entered Employment Rate 4 <sup>th</sup> Quarter				71.4%	66.0%	108.2%
Median Earnings				\$6,871	\$4,000	171.8%
Attainment of Credential				90.0%	60.4%	149.0%
Measurable Skill Gain				69.7%	57.8%	120.6%

Overall Performance - State Target 90%

Met/Exceeded: 15/15 Projection:15/15