



**OREGON
CITY**



Metro

Enhancement Grant Program Application

Before filling out this form, please read the Enhancement Grant Program Information for complete submittal instructions and to be sure that your proposal qualifies for funding. Applications received after the deadline will not be accepted. Liability insurance coverage may be required. Limit answers to the space provided.

Title of Project Connect2Careers Oregon City

Organization Clackamas Workforce Partnership

Is this a Non-Profit Organization? Yes __X__ No ____

Non-Profit Federal tax exempt ID Number 93-1246270

Address 365 Warner Milne Road, Suite 202

City, State, Zip Oregon City, Oregon 97045

Project Coordinator Bryan Fuentes Phone 503-657-1727

Email bryan.fuentes@clackamasworkforce.org

Chairperson of Governing Board (If Applicable) Tina Irvine

Phone 503.654.3600

Signature Bridget Dazey

Bridget Dazey, Executive Director

(The person authorized to represent the organization must sign the application with a digital signature or actual signature on a hard copy.)

*****Complete the budget sheet on page 7 first.**

Amount totals from that sheet will auto fill into this table

Grant Amount Requested:	\$	44400
+ Matching Funds (Cash):	\$	19461
+ In-Kind Matching Funds (See question #15):	\$	10139
= Total Cost of Project:	\$	74000

Proposal Information

1. Is this your first grant application to the Enhancement Grant Committee?

Yes ☒ No ☐

2. Have you received an Enhancement Grant in the last 3 years? (Include past Metro Enhancement Grants)

Yes ☐ No ☒

If yes, please describe the projects/programs for which you received funding.

N/A

3. If you received an Enhancement Grant last year, what is the status of the project?

N/A

4. Will this grant-funding request be used for the first phase of a project, with possible grant requests for future phases?

Yes ☒ No ☐

If yes, please explain.

Oregon City is lacking a system approach that will allow students and young adults the opportunity to learn work readiness skills. This funding request will be part of the first phase of a project that will help provide career exploration opportunities, work readiness skills, and connections to local business and industry.

5. Briefly describe the project for which you are requesting funds.

To better meet the needs of more Oregon City youth, we propose to implement:

1) Provision of Career Pathway Information: Connect with Oregon City middle schools, high schools, youth programs and other community groups and gatherings to provide current career pathway information to parents, guardians, teachers and supporters enabling them to successfully guide youth as they explore career opportunities.

2) Train 21st Century Skills Instructors: Use researched, evidence-based curriculum and trainer certifications provided by New World of Work to develop a cadre of local instructors equipped to deliver 21st Century Skills instruction to emerging workers (youth ages 16-24) both in and out of school.

3) Implement Evidence-Based 21st Century Skills Curriculum: Use researched, evidence-based curriculum provided by **New World of Work** to deliver 21st Century Skills instruction to youth both in and out of school.



**Clackamas
Workforce
Partnership**
WORKFORCE DEVELOPMENT BOARD

365 Warner Milne Rd, Suite 202
Oregon City, OR 97045
(503) 657-6644
www.clackamasworkforce.org

Oregon City Grant Cover Letter

To Lori Bell:

Clackamas Workforce Partnership (CWP) is the county's nonprofit workforce development board. CWP works with private sector partners (business, industry, economic development agencies) to identify current and future issues in the local and regional workforce, then develops collaborative relationships with public sector partners (local government, schools, nonprofits) to deliver education and training services to meet regional workforce needs. Services are offered through WorkSource Clackamas, and are free and available for all community members age 14 and older. This includes youth and adult workers, and emphasizes priority populations like veterans, returning citizens, communities of color, people with disabilities, LGBTQ+, and low-income families.

Since 2001, youth employment rates in the region have fallen 7% while our local need for workers continues to rise. Employers in healthcare, manufacturing, construction, and technology (our county's largest and fastest growing industries) are experiencing significant labor shortages and lack the skilled workers needed to fill vital company positions. Simultaneously, schools struggle to graduate students with the skills necessary for success beyond high school, and the student loan crisis also evolved the conversation on four-year degrees. These burdens should not lie solely with public education. To solve local issues, we need local solutions, pioneered by local leadership. CWP, with support from our private and public sector partners, aims to scale-up our youth services to better meet local workforce needs; prepare young people for participation in an increasingly automated, globalized economy; and attract more youth to well paying, sustainable positions in our region's fastest growing sectors.

Connect2Careers Oregon City is a proposed network of services for local youth, which will prepare them for entry into the workforce through evidence-based curriculum, career exposure, classroom to career connections, and various work experiences. Through collaborative relationships with Oregon City schools, youth development organizations, community-based groups, and private employers, CWP will oversee a system of support for youth as they explore career options; develop skills both in and out of school; and participate in initial work experiences. By equipping the youth of Oregon City with necessary workplace skills, mentorship, and meaningful engagement with employers, our community will experience an array of short and long term social, educational, and economic benefits.

We appreciate the opportunity to apply for these funds and look forward to working further with the City of Oregon City to enhance our community.

Bridget Dazey

Executive Director

Clackamas Workforce Partnership

REC. 5/17/19
11:32AM

4) Provide Career Related Learning Experiences: coordinate and/or host career exposure events for youth both in and out of school including career fairs, employer spotlights, and industry tours.

5) System Coordination: Work to better align efforts and resources in Oregon City related to in-school time, out of school time, and general enrichment opportunities for youth.

These opportunities will allow Oregon City youth to prepare for, and explore careers in high growth, high wage industries within our own community.

6. Describe why this project was selected and the community need(s) to which it will respond.

There is a workforce shortage throughout the region that needs to be addressed. Job growth and retirements are leaving industries shorthanded. Job growth and labor force numbers continue to grow, yet too often employers struggle to find qualified workers. As we work to meet these workforce needs, it is clear that one critical gap that must be addressed is the work readiness level of our emerging workers (youth ages 16 – 24). Work readiness skills are essential abilities that are required across all industries such as adaptability, analysis/solution mindset, collaboration, communication, digital fluency, empathy, entrepreneurial mindset, resilience, self-awareness and social/diversity awareness. By providing youth the opportunity to learn these work readiness skills and explore career opportunities in the area, we are better preparing youth to successfully enter the workforce and fill positions for Oregon City employers.

7a. Identify and describe how this proposal meets one or more of the goals for funding within the enhancement area boundaries (check those below that apply and describe by item number below).

- 1 Result in significant improvement in the cleanliness of the City.
2. Increase reuse and recycling efforts or provide a reduction in solid waste.
3. Increase the attractiveness or market value of residential, commercial or industrial areas.
4. Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Code.
5. Enhance new or existing wildlife, riparian zones, wetlands, forest lands or marine areas, and/or improve the public awareness and the opportunities to enjoy them.
6. Preserve or increase recreational areas and programs within the City.
7. Improve safety within the City.
8. Increase employment or economic opportunities for City residents.
9. Provide work, training opportunities, or other benefit to youth, seniors and low-income persons or underserved population.
10. Enhance art and culture within the City.

7b. List by item number from 7a and describe how the project meets each goal.

Item 8 - Increase employment or economic opportunities for City residents

- Educating the teachers, families, guardians, and other supporters of our youth about career pathways will increase the number of youth accessing the training, apprenticeships, schooling; and other community resources that lead to economic self-sufficiency.
- Youth who complete the 21st Century Skills Curriculum will leave with an increase in essential workplace skills that employers most value in their employees.
- Youth participating in Career Related Learning Experiences will be better informed of available living wage employment and career options as they plan their transition into the workforce.
- Additional support and preparation for entering the workforce equates to more qualified candidates to fill local positions.

Item 9 - Provide work, training opportunities, or other benefit to youth, seniors and low-income persons or underserved population.

This project benefits the emerging workforce by supporting them to identify employment and career interests in an intentional way. Five (5) separate training sessions will be provided for youth in Oregon City to complete the 21st Century Skills Curriculum during the project year. Also, a minimum of ten (10) different Career Related Learning Opportunities will be provided for youth both in and out of school including career fairs, employer spotlights, and industry tours.

Additionally, this project will create a cadre of qualified instructors of this curriculum to ensure that the training continues to be made available to Oregon City youth after completion of the project year.

8. Project Period: 12 months **Beginning Date:** July 1, 2019 **Ending Date:** June 30, 2020

9. What is the geographic area of Oregon City where the project will take place?

The project will take place throughout Oregon City, including middle schools, high schools, youth programs, local businesses, Clackamas Community College, and WorkSource Clackamas.

10. How will the community benefit by your project? What is the estimated number of people affected and anticipated outcome(s)?

Implementation of this project will mean that parents, teachers, and youth service providers will be better prepared to provide career information and better supported to connect youth to Career Related Learning Experiences (CRLEs). More students in Oregon City will complete career-interest assessments and receive guidance to help them select classes and experiences that align with career pathways. More will participate in CRLEs such as classroom presentations, company tours, job shadows, mentorship, work experiences, internships, and a youth's first job.

The Oregon City Connect2Careers Liaison will work to connect K-12, community college, businesses, and workforce development in a more inclusive and intentional way. They will create and grow linkages/partnerships between middle schools, high schools, and youth providers in order to facilitate increased utilization of existing workforce resources by emerging workers. The outcome will be that more Oregon City youth will participate in CTE programs and be career and college ready by high school graduation.

This project will allow CWP to build on our current work with Oregon City youth and develop new projects that create career exposure, job shadows, career related learning, and internships. CWP's pilot projects and years of work in Clackamas County have led to strong existing relationships with area Chambers of Commerce, Department of Human Services Self-Sufficiency Programs, Clackamas Community College, economic development entities, Clackamas Education Service District, county school districts and multiple industry partners, including: DW Fritz, Warn Industries, Gores Construction, Blount International, Willamette View, Providence Health System and Super Genius Studio. These partnerships will allow us to identify sustainable sources of funding to keep the program operating. We will provide technical assistance for the career-based learning projects to both businesses and education/youth providers to resolve barriers to implementation. One such example would be the provision of employer education on how to successfully host a student intern and/or develop a mentorship program.

CWP's current work with the community's businesses/employers supports intentional diversification of our workforce through targeted, culturally specific outreach and engagement opportunities with priority populations. Through collaboration between CWP's Program Manager and the provider's Oregon City Connect2Careers Liaison, this project will engage nontraditional students in project activities, including: youth of color, English language learners, female students, LGBTQ+ youth, and youth with disabilities. The Program Manager and Workforce Liaison will collaborate with school staff, youth service providers, and community-specific organizations to better promote opportunities to these traditionally underserved youth. Similarly, CWP will work to engage more diverse businesses and industry leaders to act as mentors, event facilitators, and presenters, and to create an employer pool that is reflective of youth participants.

Estimated # of People affected:

- 800 people receive Career Pathway information at Community Events
- Five (5) 21st Century Skills instructors are trained and certified
- 50 Oregon City youth ages 16-24 complete 21st Century Skills training curriculum
- 300 Oregon City youth participate in Career Related Learning Events

11. What community resources will be used as support for this project (i.e. community, city-owned property, city departments, transportation services or other civic groups)?

Clackamas Community College
WorkSource Clackamas
Oregon Employment Department

Oregon City Schools
Youth Services Provider Network
Workforce Partner Network
Local businesses

12. Briefly describe prior experience managing similar projects, including any past enhancement projects.

Clackamas Workforce Partnership manages a regional system of employment, training, and educational services, with customized programs serving targeted, low-income populations. The mission of the Clackamas Workforce Partnership is to develop a highly skilled workforce that creates sustained economic prosperity in Clackamas County. The Clackamas Workforce Partnership is a 501(c)3 non-profit organization governed by a board of directors responsible for developing policy and overseeing local workforce development initiatives.

C-TEC Youth Services is part of that system and assists youth to set and achieve educational and employment goals. Year-round services are offered, including case management, counseling, leadership development, professional trainings and certifications, work readiness training, internships, resume and job search assistance, GED and college transition support. C-TEC Youth Services is effective at serving youth throughout the community due to strong partnerships, including school districts throughout the county, Clackamas Community College, Clackamas County Juvenile Department, Oregon Youth Authority, Department of Human Services, WorkSource Clackamas, Oregon Employment Department, the Housing Authority of Clackamas County, and private nonprofits.

For the last decade, the Clackamas Workforce Partnership has served between 400 and 800 youth per year, consistently exceeding or meeting performance measures which demonstrates the effectiveness of services for this target population.

13. List anticipated project milestones and dates (e.g. groundbreakings, significant facility improvements, large gatherings of volunteers, public meetings, conferences, special activities and events).

July 2019: Recruit and hire Oregon City Connect2Careers Liaison

July/August/October 2019, March/April 2020: 20th Century Skills Trainings for Oregon City youth

September 2019- June 2020: Monthly Career Related Learning Experiences (CRLEs)

October 2019 and February 2020: Training sessions for Instructors of the 20th Century Skills Work Readiness Curriculum (goal to train at least 5 new instructors in Oregon City)

February 2020: Clackamas Youth Career Expo with special activities for Oregon City students

- 14. An exit report will be required once the project is complete, per a signed Enhancement agreement. Describe the measurements you will use to assess the program/project effectiveness. In other words, how will the effectiveness of the program/project be tracked and evaluated (i.e. number of people served; improvements and/or beautification; number of volunteers attracted; amount of area cleaned or rehabilitated, etc.)? Be sure to describe project goals, changes and noticeable benefits that will come about as a result.**

Success of this project will be measured through the deliverables identified in the table below which will be tracked throughout the project period to ensure all are met. The exit report will include this documentation.

	Deliverables	# Events	# People/ Project Year
1	Provision of Career Pathway Information to parents, guardians, teachers and supporters at schools and other community events.	10	600
2	Training and certification of 21st Century Skills Instructors.	2	5
3	Provide 21st Century Skills training course to youth both in and out of school.	5	50
4	Coordinate and/or host career exposure events including career fairs, employer spotlights, and industry tours.	10	300

- 15. List sources of support for in-kind matching support (e.g. volunteer hours and donations). In order to estimate the value of donated volunteer time refer to the Enhancement Grant Program Information sheet for current value.**

Item	Source of Support	Estimated Value (\$)
15 hours of support/event @ \$24.14/hour x 20 events	Volunteers from community employers partnering on Career Related Learning Experiences.	\$7242
10 trainees x 12 class hours x \$24.14	Community members trained to facilitate "New World of Work" classes.	\$2897

- 16. List all grants applied for in support of this project and commitments confirmed to date.**

Clackamas Workforce Partnership: \$12632 in state general industry engagement funds

Clackamas Educational Service District: \$6829 in state education funds

17. What is the percentage of Enhancement will be used for personnel services or administrative costs? 100 %

18. Will the administrator be a paid position? Yes X, from other funds No

19. Proposed Budget—on the following page please complete the proposed budget. Modify line items as needed to reflect proposed expenses.

- Column A: Show grant monies needed for the program/project.
- Column B: Show cash matching funds.
- Column C: Show donations or in-kind volunteer labor (from question 15).
- Column D: Totals for each category.

*****These figures will be transferred to the table on the first page of this application.*

Proposed Budget

Suggested List (not inclusive)	(A) Grant Dollars Requested	(B) Matching Funds (Cash)	(C) In-Kind Matching Support	(D) Total
Personnel Services (salaries, administration)	44400	12632	10139	67171
Project Administration costs (clerical, advertising, graphics, printing, postage)	0	3996	0	3996
Materials	0	0	0	0
Equipment/Supplies	0	0	0	0
Construction Costs	0	0	0	0
Event Costs	0	0	0	0
Transportation Costs	0	0	0	0
Insurance Costs (if needed)	0	0	0	0
Additional Costs (List) Trainer Cost	0	2833	0	2833
Totals	44400 ✓	19461 ✓	10139 ✓	74000 ✓



Respecting People. Impacting Business.™

Oregon City Funding Proposal

May 3, 2019

Clackamas Workforce Partnership Proposal

Tina Irvine
900 Main Street
Oregon City, OR 97045
(503) 654-3600
FAX (503) 652-9945
jobs.oregoncityor@Expresspros.com

Dear Lori Bell and the Review Committee,

As a deeply invested business and community leader here in Clackamas County, I believe it is critical that the County fund Clackamas Workforce Partnership (CWP) Oregon City Connect2Careers. As a local business that has been working with 100's of employers and 1000's of employees annually, it is critical that we answer the call and truly invest in workforce development. This funding is critically necessary to provide skills training for the youth of Oregon City.

- Our community continues to grow and is seeing a historically low unemployment rate. This low rate is not always going to be the case. We need to be able to proactively attack the skills gap that continues to exist and plan for the curves ahead instead of looking in the rearview mirror. My business is directly tied to workforce and we have continued to see individuals coming into my office with severe skills gaps. Businesses in Oregon City and the surrounding areas will find it extremely difficult to continue to grow and thrive if we do not have people who can fill the jobs in the future, primarily in Skilled Trades, Healthcare, Construction and Manufacturing.
- I have been on the CWP Board for six years and have been the Board Chair for the past two years. I have assisted in overseeing budget reviews, development of programs, and all of partnerships that we have developed over many years. As a workforce board, CWP's work is highly respected nationally. Others often look to use for best practices in workforce development.
- I will continue to support CWP by remaining on the Board and Executive Committee. Express Professional Employment will continue to sponsor CWP events and provide leadership and support to the CWP staff and partners. At Express Employment Professionals we believe all people have value and with proper training and development all people can be highly successful.

In closing, it is critical that Oregon City invest in programs for the young residents of our community. Oregon City; Connect2Careers is going to be a game changer for our community that will keep our workforce infrastructure strong and ensures everyone has the opportunity to thrive.

Respectfully,

Tina Irvine
Franchise Owner – Managing Partner
Express Employment Professionals



May 16, 2019

Clackamas Workforce Partnership Proposal

Dear Lori Bell and Review Committee,

I am writing today about an exciting opportunity for Oregon City to support Oregon City Connect2Careers: Youth Network.

Ensuring the long term economic prosperity of our citizens starts with a commitment to connect their early development experiences and education to a collaborative network that includes families, educators and local employers. Oregon City Connect2Careers will serve more youth with career related learning experiences. But connecting K-12, community college, businesses and workforce development in a more inclusive and intentional way will require dedicated funding and leadership.

Imagine what our economic development potential will be when we build a regional reputation around a constant supply of talented, skilled young adults in Oregon City. What a great resource for existing and new company's ability to attract/recruit/retain and plan for growth here.

As I am sure you know, the Clackamas Workforce Partnership has a distinguished record of building collaborative programs that get results and show very strong stewardship of the public and private funds that they leverage into their work.

As the local leader of one of Oregon's handful of independent community banks, I serve mainly small businesses as they seek to succeed and prosper here in our communities. I know that these business owners and managers want to know that their current and future workers are being prepared for the jobs of today AND tomorrow. I believe that many of our local business owners will see the value and engage with the opportunities that Oregon City Connect2Careers will provide.

I strongly encourage you to support for the Oregon City Connect2Careers – Youth Network.

Sincerely,



David Green
Vice President & Manager



19600 Molalla Avenue | Oregon City, OR | 97045-7998
503-594-6000 | www.clackamas.edu
Education That Works

May 16, 2019
Oregon City Enhancement Grant Program
625 Center Street
Oregon City, OR 97045

Re: Clackamas Community College support for Clackamas Workforce Partnership's Oregon City Grant Application

Clackamas Workforce Partnership (CWP), the county's nonprofit workforce development board, addresses local workforce and employment needs. They are also a convener of private employees, businesses and agencies to identify current and future workforce issues, and they use federal and state funds, grants, and private investments to provide education, training, and certification programs to area job-seekers, who can then help meet local and regional employment needs.

CWP's desire to use grant funds to engage more high school and transition aged youth in Career and Technical Education (CTE) programs, career exploration, and work-readiness skill building opportunities will impact the city's ability to prepare youth for jobs in Oregon City, and will provide a resource for Oregon City employers to fill positions and keep the workforce local.

This project will strengthen Oregon City's employment and economic opportunities by:

- 1) Implementing a Career Pathways Information Series
- 2) Utilizing Evidence-Based 21st Century Skills Curriculum
- 3) Providing career related learning experiences
- 4) Creating a system that coordinates resources in Oregon City

The project will allow CWP to build on their work with Oregon City youth and create new projects that will provide youth with job related experiences to enhance their skills and career exposure, which will have a positive impact on the local economy.

Sincerely,

A handwritten signature in black ink, appearing to read 'Lisa Davidson', is written over a horizontal line.

Lisa Davidson

Executive Director, Connections with Business and Industry
Clackamas Community College



Clackamas Education
SERVICE DISTRICT

May 16, 2019

Oregon City Hall
625 Center Street
Oregon City, 97045

Community Enhancement Grant Review Committee,

I'd like to take this opportunity to express my support for the Connect2Careers Oregon City grant proposal. The work being done by Clackamas Workforce Partnership (CWP) to promote and support early career exploration, Career Pathways, youth work readiness, and system alignment has been a valuable asset to the community. We are committed to working together to better prepare young people for entering the workforce.

Clackamas Education Service District (CESD) has worked closely with CWP for almost two decades, providing education and employment opportunities for youth throughout Clackamas County. There's been a strong emphasis on serving low-income youth and those disengaged from traditional school settings to provide them with experiential learning and opportunities to discover their future career possibilities. Working together, we've assisted thousands of Clackamas County youth to successfully transition into careers.

As an Education Service District, CESD is well positioned to help support CWP's efforts for youth in Oregon City. The Connect2Careers Oregon City proposal brings together local businesses, the middle and high schools, community college, and workforce development systems to promote high growth, high wage careers in this area. Better system alignment will help sustain this project beyond the initial year of funding, and it fits within a larger, county wide goal to provide career related services to youth across the region.

We're asking for your support, through the Community Enhancement Grant, to help build the foundation for a coordinated youth workforce development system in Oregon City. Thank you for your consideration.

Sincerely,

Ewan Brawley
Director of Teaching and Learning
Clackamas Education Service District

