



Item:	Description
Recruitment:	<p>TCW will recruit 7 additional OSY students from ages 16- 24 years old. Our primary recruitment methods are:</p> <p>Currently Enrolled Students recruiting friends and family Outreach via social media outlets: Facebook, Instagram, Email Campaigns Flyers submitted to various DCFS OSY case managers, local youth servicing agencies, non-profits, civic and faith-based organizations</p>
Assessment:	<p>Hero Club members will: Take Illinois Worknet Assessment on Career, and Interest pathways. Students will also take LinkedIn Assessments to determine what career pathway training they should take. If student is to enroll in a post-secondary program, TCW will coordinate testing as required for their chosen field of study. TCW will also provide life skill assessments for each member and determine services as needed. Students will also participate in interactive assessments during an intensive bootcamp experience.</p>
Case Management:	<p>TCW will assist with intake, and case management services to each member in collaboration the Workforce Development Team. Students will receive a Individual Service Strategy that will help students: Eliminate Barriers, set realistic goals for college/vocational training and or career development and placement. Supportive Services will also be provided as needed for uniforms and transportation.</p>
Job Readiness:	<p>Members will complete Work Based Learning activities in alignment with the student portfolio issued by Workforce Development. Each student will complete all tasks in the portfolio, write reflection or submit required documentation to prove competency of each assigned module.</p> <p>Members will also complete Bring Your A Game online curriculum in partnership with their TCW case manager/coach in partnership with the WFD Career Readiness Teams. Students will receive a certification upon successful completion 80% score or better. <i>See Attached for Work-based and Non Work-based activities.</i></p>
Training:	<p>Members will obtain a MS Office Credential and (5) LinkedIn Learning Certifications in various career development modules including topics based on the members LinkedIn assessments.</p> <p>Students will complete over 40 hours of comprehensive Life Skills, Financial Literacy, Leadership, Entrepreneurship and Social Development and Service Learning via in person, zoom and media projects.</p>
14 WIOA Elements:	<p>Members will complete all 14 WIOA element goals as defined in the RFP at a 80% completion rate. (see attached) TCW will set weekly benchmarks for program completion. (30 day goal to get 80%)</p>
Phase 1 Completion:	<p>Members will complete Phase 1 by June 15th TCW will connect members during Phase 1 to the WFD team, to insure successful transition of services.</p>
Follow Up Services:	<p>TCW will provide 12 months of meaningful monthly 2 way communication to monitor the progress of each member as they transition to Phase 2 programs services. TCW will provide retention/advancement assistance to students as needed in education or career development. WIOA members become TCW students for life.</p>

WORK BASED LEARNING & NON WORK BASED LEARNING

"HEROES EARN WHILE THEY LEARN"

TCW STIPEND POLICY

WORK BASED LEARNING ACTIVITIES		
Resume Draft	50	1 st Draft Resume
Bring Your a Game Session #1	75	1.5 hour session
Bring Your a Game Session #2	75	1.5 hour session
Career Assessments/IL Worknet Registration	50	Register with Illinois Worknet and complete career assessments
Resume Final	50	Using info from assessment complete final resume
Mock #1	50	Complete a mock interview with mentor and complete their feedback report
Mock #2	50	Complete a mock interview with mentor and complete their feedback report
Job Shadow #1	50	Students Interview an industry expert in their field of interest, and complete a feedback report.
Job Shadow #2	50	
Employer Spot Light #1/LMI	50	Clients will watch video of employer spotlight and complete their feedback report
Employer Spot Light #2/LMI	50	
Employer Spot Light #3/LMI	50	
Employer Spot Light #4/LMI	50	
Financial Literacy Workshop	100	Students will complete personal budget, complete workshops on credit, lending, scams as well as run their own credit report and make a plan to repair based on information they learned.
Online Job Club – Content	50	Students will research and contribute content about their career interest and submit content or video for facebook. Video must include: Research findings on the industry, skills needed, projections for the future,
Entrepreneurship	100	Students will complete a series of 3 coaching sessions on entrepreneurship. Students will submit a feedback report
Leadership	50	Students will complete 4 hours of leadership training – Student will submit a feedback report
Total - WBL	\$1000	
NON-WORK BASED LEARNING ACTIVITIES		
Microsoft Certification	\$250	Completed MS Certification
Linkedin Learning	\$250	Complete 5 courses (3 assigned activities, 2-student choice)
Total – Non WBL	\$500	



TCW Outcome Plan

Proposal Outcomes	Total/%	Provide a description of how the proposed program design will lead to the attainment of the proposed goal
Enrolled	7/100%	We will recruit 6 out of school youth for various community partners and agencies.
Complete Microsoft credential attainment	6/85%	MS credential training will be offered within the 1 st month of service in the program, its scheduled for 1 st two weeks of April 2021
Complete HS Diploma/Equivalency (as needed)	6/85%	Students will create an ISS plan with clear SMART goals to accomplish all tasks to complete their education. (credit recovery, tutoring, study skill, test taking and note taking.) TCW will work with parents, teachers, social workers as needed to assist with goal obtainment.
Successfully Completing 80% of Phase I program elements	6/85%	Students will have weekly coaching sessions via in person, video conferencing, text and email. Students will be assigned partners who will compete against other teams in goal completions.
Transitioned into Full-Time Employment	6/85%	5 out of 6 will be transitioned to either post-secondary training or to full-time career opportunities and/or internships.
Referred to Workforce Development of Phase II services	6/85%	By end of Phase I students will know the WFD case mgt team attend job fairs, workshops, meet employers, identify training. Various services. WFD/TCW teams will invite the youth to serve as an advisory committee as they learn to help market the Job Center and continue to accomplish their goals.



WIOA Spring 2021 Budget \$45,590

Item	Amount	Description – Reporting Line Item
Staff Wages (contracted employees, no fringe required)	\$17,850	<p>Salary – Total: \$15,050</p> <p>Program Director will oversee the program and will spend (15 hours per week) x14 weeks x \$40.00 managing the coordinator, meeting with grant partners, employers, coordinating meetings/activities, tracking data and submitting compliance reports.</p> <p>This individual's stipend is \$8400.00.</p> <p>Program Coordinator will spend 100% of their time (15 hours per week) x 14 weeks providing direct service to the participants... recruitment, case management, coordinating resources, scheduling appoints and workshops.</p> <p>This individual's stipend is \$4,200.</p> <p>Program Assistant will spend 100% of their time working with new Hero Club members monitoring work-based learning activities, (helping clients complete their goals remotely and in person training by end of program year)</p> <p>This individual contracted stipend is \$4,200 (\$15x25 x hours x 14 weeks) = \$5250.00</p>
Indirect	4500	<p>Indirect Cost - Total: \$4500.00</p> <p>10% of the funds will be used for indirect costs. These are costs that are necessary for the general operation of the organization and the conduct of activities related to this project.</p> <p>Indirect Costs include but are not limited to items such as</p> <ul style="list-style-type: none"> • Utilities • Liability/Property/Auto Insurance • Telephone Service • Internet Service • Accounting and Legal Expenses • Office Expenses • Janitorial/Maintenance Supplies • Maintenance/Repair Work • Security Expenses
Support Services	1,400	Student Support Services Allocations- \$1,400 (7 students x \$200 stipend for transportation expenses, supplies for students to complete their work experience training such as uniforms, tools, etc.)
Sub Total	\$23,750.00	

**Budget Narrative**

Stipend Work Based- Learning	\$7,000	Student Expenses –7 students x \$1,000=\$7,000 (See stipend policy) “Work Based Learning- “Heroes Earn While They Learn”
Stipend Non-Work Based Activity	\$3,500	Student Expenses - 7 students x \$500= \$3,500 I. Microsoft Training - \$250 II. LinkedIn Learning - \$250
Tuition/Exam Fee	\$840	Microsoft Exam - \$120 x 7=\$840 Students will complete CLC Microsoft Office Certification
Program Supplies	\$500	Hero Club events. Program Folders, handouts, pens, training materials, décor, marketing materials. Materials for entrepreneurship project (Ink, program/art supplies)
Other	\$10,000	TRAINING/EDUCATION - DreamSmart Academy (See attached) TOTAL: \$10,000 Leadership and Financial Bootcamp (40hrs) Includes: Training Curriculum and Software Subscription <ul style="list-style-type: none"> • Life Skills Coaching “Coach Me Up” • Workforce Training and Career Dev. “Superpower Me” • Social Emotional Assessments and Evaluation “Dream Big Journeys- Conquering F.E.A.R.” • Financial Literacy Workshop 2 sessions – Personal and Business • Entrepreneurship Workshop 2 sessions-Plan & Development TCW will use this curriculum to complete the WBL activities. Students will be trained in leadership and service outreach.
1st page	\$23,750	
2nd page	\$21,840	
Total Budget	\$45,590	



DreamBig Journeys®

ThinkBig...DreamBig...BelieveBig™

Description

Session II



DreamSmart Academy believes it is important for everyone to live a life of purpose, passion, intention, and authenticity. We want every student or participant to live their best life, based on their dreams, goals, passions, knowledge of who they are, and what career opportunities best fit their gifts, talents, and abilities.

Life can be exciting when you know where you want to go. The DreamBig Journeys session is a time for participants to **ThinkBig...DreamBig...BelieveBig™**

We all excel when we understand that our life has a purpose, meaning, and value. Participants are given access to the interactive career mapping tool called **DreamBig Journeys®**. This unique exercise is like Google Maps for exploring career choices and possibilities. Participants are given turn-by-turn directions and multiple routes to exciting and outlined career destinations.

DreamBig Journeys® homework will be given to complete before the next session.

Learning Objectives

- Discover and uncover personal interests and passions.
- Discover the careers or businesses that may offer the greatest opportunities to make a difference in the world.
- Determine if a military career would fit a participant's talents and abilities.
- Explore degreed and certificated programs that put participants on the path to achieve their dreams and goals.

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DSA is a Federal & State Certified Disabled Veteran Business Enterprise & Minority Business Enterprise



ThinkBig... DreamBig... BelieveBig...

Workforce Training, Coaching & Career Development

SuperPower® Me

Unleashing the Behavioral SuperPower® Within Me!

Description

Session I



The **SuperPower® Me** Discovery Session is one of many impactful trainings that have been created by DreamSmart Academy, LLC. These sessions are for participants who want to take their life to the next level in the areas of relationships, self-discipline, educational, communications, academic, family, and business success.

Link to Behavioral SuperPower® Report

https://www.dropbox.com/s/2vv430b15qt4fd6/BehavioralSuperPowerReport_EXAMPLE.pdf?dl=0

The **SuperPower® Me** Discovery Process is designed to give participants insights into how they approach life, how they best build and sustain personal and professional interactions, and how they make intentional decisions. Participants are also given insights into their unique behavioral, communication, and workplace talents, known as their **Behavioral SuperPower®**.

Our DreamSmart workshop focuses on participant's **Behavioral SuperPower®**. Attendees are equipped with the knowledge to leverage their **Behavioral SuperPowers®** in today's workplace. Participants will explore their behavioral strengths and struggles. More importantly, in this session, men and women will look at activities that limit their performance and behaviors that could be destructive in their lives and keep them from being gainfully and consistently employed.

Behavioral SuperPower® Me homework will be given to complete before the next workshop.

Learning Objectives

- Identify one of ten unique **Behavioral SuperPowers®**, including your Work Talent Report.
- Reduce relational friction caused by behavioral differences with family members, friends, mentors, coaches, educators, and colleagues.
- Identify your very own and unique **Behavioral SuperPower®** that will equip you to have more confidence, increased self-esteem, and an understanding of your intrinsic self-worth.
- Manage and sustain healthy mindsets and create productive daily habits that lead to living a life of purpose, impact, significance, and transformation.

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Coach Me Up®

Know Who You Are - Be Who You Are - Do What You Are

Description

Session VI



We all have universal needs. Three of the most basic needs include:

- The need to feel significant
- The need to be known at the core of your being
- A need to be validated.

When these three basic needs are met, individuals can thrive.

Link to Behavioral SuperPower® Coaching Report

https://www.dropbox.com/s/pjw9x08asvzf2r6/BehavioralSuperPowerCoachingReport_EXAMPLE.pdf?dl=0

In our **Coach Me Up®** session, participants are introduced to the Behavioral SuperPower Coaching Report. This coaching profile is a detailed, research-validated, and comprehensive 28-page report. Participants will take a deep dive into the core of their being. The Behavioral SuperPower Report is designed to raise participants' level of self-awareness while giving them in-depth behavioral insights into how they are naturally motivated to behave when they under stress or are experiencing joy and happy times in their life.

The Behavioral SuperPower Report provides a framework for developing a personal and work-life plan. **Coach Me Up®** participants share goals, dreams, strengths, and struggles in a safe, and non-judgmental environment. The Behavioral SuperPower Report integrates information from our **Behavioral SuperPower®, Communications SuperPower®, and Hiring Report**. The integration of this information provides participants with a reliable prediction of how they will consistently perform throughout their life and how they make business decisions, based on their life perspectives.

Learning Objectives

- Learn to effectively apply behavioral strengths to maximize life and work productivity.
- Manage behavioral struggles, so they do not become weaknesses and reduce personal and workplace performance.
- Develop a personal and work-life plan.
- Understand how to leverage behavioral talents to become a better leader.
- Understand behavioral talents to manage personal finances effectively.
- Provide a framework to make **DreamSmart** decisions based on your behavioral strengths.

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Conquering Your F.E.A.R.®

Understanding the Role that **F**alse Beliefs, **E**motions, **A**ffirmations, & **R**esilience Plays in Your Life

Description

Session V



Emotional Intelligence is an essential skill needed to live a life of impact and significance. As a society, we continue to invest in and focus on tools and resources that improve academic success, intelligence, experience, and knowledge. Research indicates that these elements are not accurate predictors of who succeeds and who fails in life. **Emotional-Intelligence**, more than any other factor, determines how individuals, families, teams, schools, businesses, and communities thrive.

False beliefs, negative emotions, affirmations, and resilience make up the acronym F.E.A.R. The good news is that no one has to stay stuck in the destructive cycle of negative mindsets, false beliefs, destructive behaviors, and damaging emotions. In the **Conquering Your F.E.A.R.™** workshop, participants are given tools, actionable strategies, and resources to improve their EQ, (Emotional Intelligence). Improved EQ impacts workplace performance, reduces frictions in relationships, and increases engagement at home and at work.

Conquering Your F.E.A.R.™ homework will be given to complete before the next session.

Learning Objectives

- Define emotional intelligence.
- Outline four key areas needed to be emotionally intelligent.
- Reduce relationship friction by practicing emotional intelligence.
- Learn to identify and reframe negative and damaging emotions.
- Review strategies needed to identify and overcome false beliefs that limit performance.
- Explore preventative and intervention strategies to reduce destructive behaviors and damaging emotions like suicide, peer pressure, workplace violence, negative self-talk, self-esteem, and confidence issues.

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**Attachment D – Work Experience Budget Document Youth****Workforce Innovation & Opportunity Act (WIOA) Youth Program Lake County****March 2021****Lake County Youth Program Services****Program Year 2020/2021 Summary Tracking Sheet****Subrecipient
Contract**

INSTRUCTION: Budget reflects a 14-week program year from 3/29/2021 - 6/30/2021. Enter your total budget by line item in column C10. Enter only expenditures related to work experience. Work experience must be 25% of the programs total budget.

**Organization
Name:**

The Community Works Inc NFP

**PROGRAM TOTAL
BUDGET**

\$45,590

Below are only expenditures tied to Work Experience no less than 25% of total budget

A. STAFF WAGES

\$5,250

B. STAFF FRINGE
BENEFITS

N/A

Contracted Workers

C. STIPEND WORK
BASED

\$7,000

D. SUPPORT
SERVICES LEARNING

\$3,000

TOTAL BUDGET

\$

-

\$15,250

Work Experience must be 25% of their budget on work experience.

\$

45590

Total Budget

\$

15,250-

WBT

33.4%



Attachment D – Total Program Budget Document Youth

Workforce Innovation & Opportunity Act (WIOA) Youth Program Lake County

March 2021

Lake County Youth Program Services		
Program Year 2020/2021 Summary Tracking Sheet		
Subrecipient Contract		
INSTRUCTION: Budget reflects a 14-week program year from 3/29/2021 - 6/30/2021. Enter your total budget by line item in column C.		
Organization Name: The Community Works Inc. NFP		
DUNS Number: 10 542 2046		
Total Budget: \$45,590		Reporting Line Item
A. STAFF WAGES	\$17,850	Case Management, Enrollment, etc.
B. STAFF FRINGEBENEFITS	0	
C. INDIRECT	4,500	Insurance, Rent, Internet, Utilities, Phone
D. SUPPORT SERVICES	3,000	Student –Transportation, Uniforms
E. STIPEND WORK BASED LEARNING	7,000	Student – Work Based Learning Milestones
F. STIPEND NON-WORKED BASED LEARNING	3,000	MS Training, (5) Modules LinkedIn
G. TUITION/EXAM FEE	840	Vendor – Microsoft Exam CLC
H. Transportation	0	
I. Program Supplies	500	Software, Folders, Handouts, Pens, Art Supplies, Décor
Leadership Svc Learning		
Job Shadowing		
Entrepreneurship		
J. Other	10,000	\$7,000- Life Skills Training and Education
	\$3,000	\$3,000- Financial Literacy & Entrepreneurship
TOTAL BUDGET	\$45,590	