

**WORKFORCE DEVELOPMENT BOARD
YOUTH COMMITTEE MEETING
AGENDA**

Tuesday, January 23, 2017

10:00 A.M. - 12:00 P.M.

Location: SC Works Center Clemson

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|-------------------------------------------------------------|--------------------------------|
| I. Welcome and Introductions | Kristi King-Brock/Trent Acker |
| II. Review of Minutes (10/04/2017)* | Kristi King-Brock |
| III. Palmetto Youth Connections Report (10/1-12/31/17) | Karen Craven |
| IV. <u>New Business:</u> | |
| Ratify Oct. 2017 Electronic Votes (See summary of results)* | Kristi King-Brock/Sharon Crite |
| PY 17 PYC Grant Expenditures (9/1/17-12/31/2017) | Karen Craven |
| PY 17 1 st Qtr. Youth Performance SCDEW Report ? | Kristi King-Brock |
| 2018 AOP BIS Showcase Funding \$5000.00* | Kristi King-Brock |
| Revised PYC Incentive Policy (Follow-up-F19/Laptop)* | Kristi King-Brock/Karen Craven |
| Discussion/Vote - Branding of WIOA Local Youth Program* | Kristi King-Brock/Sharon Crite |
| Update/Activate Youth Outreach Committee * | Kristi King-Brock |
| 2015 Youth Strategic Plan - PY 16 Update/Data* | Kristi King/Brock/Sharon Crite |
| PY 17 PYC Youth Participant Success Stories | Karen Craven |
| V. <u>Other Business:</u> | |
| 2018 Youth Committee Meeting Schedule - Information | Kristi King-Brock |
| 2015 Youth Strategic Plan Sub-Committees - Information | Kristi King-Brock |
| 2018 Youth RFP Events and Dates | Kristi King-Brock |
| VI. <u>Adjourn</u> | Kristi King-Brock |

*Vote Needed

Next Youth Committee Meeting, Tuesday - March 06, 2018 - 11:00am - 12:00pm
Location: SC Works Center Clemson

WORKFORCE INVESTMENT CORPORATION

Youth Committee Meeting Summary

October 4, 2017 @ 11:00am

SC Works Clemson Comprehensive Center, Large Conference Room

Members Present

Elaine Bailey	Amy Bradshaw	Berdina Hill
Tim Mays	Rick Murphy	Crystal Noble
Melissa Rosier	Gene Williams	

Members Absent:

Kristi King-Brock	Jason Duncan	Ray Farley
Robert Halfacre	William Mosley	

Staff Present:

Sharon Crite	Meredith Durham	Trent Acker
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Guests Present:

Karen Craven	Renee Alexander
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I. Welcome and Introductions

Mr. Trent Acker called the meeting to order at 11:01 am welcoming everyone in attendance and announced the meeting was being recorded for processing of minutes. Introductions were made. Mr. Acker announced that although a quorum was present, all votes would be sent out electronically, due to the importance of having each committee member vote on the items needed. Ms. Sharon Crite will send out items for a vote after the conclusion of the meeting.

II. Approval of 8-8-2017 Meeting Minutes

The minutes from the 8/8/17 meeting were emailed with the meeting notice and included in the meeting packet. Mr. Acker called for corrections/amendments to the minutes.

III. Palmetto Youth Connections Report

Karen Craven, Palmetto Youth Connections Program Manager, reviewed the Palmetto Youth Connections PY'17 Monthly Update Report. This report reflects July 1, 2017-September 30, 2017.

- PYC currently has 60 projected carryover participants, 37 new enrollments with a total of 82 active enrollments.
- There are currently 7 in Work Experience (including carryover and new participants).

- There are 119 currently in follow-up. Follow-up is where PYC looks at retention and performance of the program. This number changes regularly due to participant flow in and out of the program.
- Ms. Craven provided performance data from PY'15. There has been no new performance data released for the committee to review.
- To date, Anderson has served 91 participants, 49 in Oconee, and 61 in Pickens.

Ms. Craven gave the committee a copy of the PYC PY'17 Dashboard, reflecting data from July 1, 2017 to June 30, 2018. In PY'17, PYC has served:

- 14 males (37%) and 23 females (63%).
- 17 Younger Youth (45%) and 20 Older Youth (55%).
- 100% are high school dropouts.
- 25 basic skills deficient participants (67%), which means the participant scored at or below 8.9 in reading or math.
- 20 unemployed (54%).

Ms. Craven referred the committee to the caseload breakdown, stating currently 201 participants are being served through PYC, including both active and follow-up.

- PYC has 91 Anderson County residents, 49 Oconee County residents, and 61 Pickens County residents in the program at this time.
- Ms. Craven referred to the Year to Date outcomes chart, which are performance measures being reviewed in real time. To date, there are 11 Measurable Skills Gains, that includes 9 credentials, 1 literacy numeracy gain, and 1 progress (participant did not move up education level, but made progress with math and reading). There have been 1 GED earned and 2 high school diplomas, and 6 occupational skills credentials (4 of which were hospitality/ServSafe and 2 CNA) for the first quarter. For first quarter placement rates, 71 were positively placed (2 in post-secondary and 69 in employment).
- As of PY'15 performance measures, PYC was meeting or exceeding all of the measures. At this time, there is no new performance data available to share with the committee.
- There were 5 WorkKeys certificates earned in the first quarter. Ms. Craven stated that there were 1 Gold and 4 Silver. Most participants enter the program with a WorkKeys score.
- Ms. Craven stated that Ann Marie Baker taught 109 Career Smart classes, of which there were 15 resumes created.

IV. New Business:

a. PY'17 Grant Expenditures (7/1/17-8/31/17)

Ms. Craven reviewed the expenditure budget report for PY'17, which can be found on page 1 in the packet, stating that as of the end of August, the budget is 13.6% expended. The total budget is \$645,357.24. Ms. Craven pointed to line item 2.9 (Work Experience) as a reminder that PYC has been tasked with spending 100% of the line item and 8.8% has been expended as of the end of August. A total number of hours to be provided are 5,760 and 509 hours have been provided through the end of August.

b. PY'16 WIOA Youth Expenditures/SCDEW Report

Mr. Acker referred to page 3, for a graph of WIOA Expenditures vs. Total Budget for Youth Program PY'16. The first column is WorkLink. Mr. Acker defined Other Staff and Operating Costs as anything

that is not attributed to a Participant Cost or to Staff Working Directly with Participants. When compared to the Adult and Dislocated Worker program, Participant Costs are proportionally almost always lower than the Staff Working Directly with Participants because there is much more case management involved. The State Workforce Board recently voted to approve Participant Costs to represent 30% expenditures as a floor for the Adult and Dislocated Worker program. Mr. Acker stated that this graph may change to reflect a more accurate representation. This report is sent to areas quarterly.

c. PY'16 Final Youth Performance/SCDEW- No Report

Mr. Acker referred to page 4 in the packet and noted that there is no current information to share. Ms. Sharon Crite stated that information should be shared on November 14, 2017.

d. PYC Board Enrollment Goal July-Sept. 2017

Ms. Sharon Crite referred to page 5 for PYC Board Enrollment Goal from July-September 2017. The board goal for enrollments is 156; the predicted carryover is 60; 37 participants have been enrolled, with a total of 97 enrollments.

e. 2017 AOP BIS Showcase

Mr. Acker turned the floor over to Rick Murphy to discuss the Anderson-Oconee-Pickens Business and Industry Showcase. Mr. Murphy stated that the showcase was well received. The surveys have been distributed to exhibitors and educators. Overall feedback has been good. Over 5,000 students from seven school districts participated in the Showcase. The only negative response has been that the students are more prepared than the businesses. More focus will be put on preparing businesses in the future.

f. Review WIOA Fact Sheet: Youth Program

Ms. Crite referred to page 6 for the WIOA Fact Sheet for Youth. The fact sheet should serve as a reminder for WIOA changes, including: the Youth Council is now called Youth Committee, 75% of funds have to be spent on out of school youth, 20% of funds have to be spent on work experience on ages 21-24, 5 new youth elements were added, eligibility, and age changes.

g. Review In-School Youth Data PY14-17

Ms. Crite referred to page 8 for a snapshot of the data on In-School Youth. Out of seven school districts, 1 school district (Anderson School District 3- Crescent High School) has consistently participated. Crescent High referred 19 individuals, of which 9 were eligible, and 8 were enrolled. Six of the 8 students participated in Work Experience, 5 of the 8 entered and enrolled in Post-Secondary (1 still enrolled), and 4 of the 8 gained employment and remain employed. All 8 students graduated with a high school diploma, WorkKeys certificate, and TCTC certificate.

h. Youth Committee Meeting Schedule

Mr. Acker referred to page 9 for the 2018 Youth Committee meeting schedule. The first meeting of the year will be the strategic meeting on January 23 and lunch is provided.

i. 2018 RFP Youth Committee Members

Ms. Crite distributed a packet with 2018 RFP information. The packet was taken back up at the conclusion of the discussion. Mr. Acker referred to the first page of the packet for a list of 2018 RFP Youth Committee Members. The attachment was included in the electronic vote email, for reference when voting on the 2018 RFP Youth Committee members.

j. 2018 Youth RFP Discussion

Mr. Acker referred to the second page of the packet for the Scope of Services document. The Scope of Services document will not be attached to the electronic vote because it will not be officially released until February or March, 2018. Ms. Crite stated that the process is to begin drafting out the RFP between January-February of 2018. The RFP committee will be granted the opportunity to see the document in full before it is released. There is a 6-8 week time frame for any provider to submit a proposal. There will be a bidder's conference for those who are proposing, which will allow the proposers an opportunity to ask questions about the RFP. After the bidder's conference, the RFP committee will review and score each proposal. Once the committee selects the grantee, the final vote will go to the Workforce Development Board.

V. Other Business

a. Youth Strategic Plan Update/Discussion

As a reminder, the Youth Strategic Plan Update/Discussion will take place on January 23, 2018.

VI. Adjourn

Mr. Acker thanked everyone for attending and adjourned the meeting.

Respectfully submitted by: Meredith Durham

Summary of October 2017 Electronic Votes
(Ratify Votes @January 23, 2018 Youth Committee Meeting)

➤ **October 5, 2017 - Three (3) items/Three(3) separate votes:**

- August 8, 2017, Official Youth Committee Meeting Minutes.
- 2018 Youth RFP Committee Members (Kristi King-Brock, Jason Duncan, Robert Halfacre, Crystal Noble, Tim Mays, & Rick Murphy).
- To accept proposed “Draft” 2018 Youth RFP Scope of Services.

Oct. 5th Voting Results: Majority vote to accept all three items as approved.

➤ **October 25, 2017 – One item (1):**

- PY 17 Youth Budget Mod. 2

Oct. 25th Voting Results: Unanimous vote to accept/approve PY 17 Youth Budget Mod. 2.

Grant Number: 17Y495H3							
Invoice Number: 1058 6							
Period Covered: 12/1/17 - 12/31/17							
Edward Goss			DECEMBER			100.0%	
			50.0%				
Line Item		Budget Mod 2	1058-6	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD	Obligation Numbers
Operations Director	Wagner, Amanda	\$ 889.68	\$ -	\$ 889.68	\$ -	100.0%	
Region Manager	Alexander, Valencia	\$ 5,520.00	\$ 631.43	\$ 2,293.84	\$ 3,226.16	41.6%	
Fiscal Account Rep	Jassal, Ruby	\$ 7,103.46	\$ 204.77	\$ 1,240.82	\$ 5,862.64	17.5%	
Admin Assistant II	McDonald, Charlotte	\$ 6,461.52	\$ 489.60	\$ 2,816.40	\$ 3,645.12	43.6%	
Program Manager II	Craven, Karen	\$ 57,262.40	\$ 4,771.86	\$ 28,631.18	\$ 28,631.22	50.0%	
Lead Career Coach	Baker, Ann Marie	\$ 47,106.80	\$ 3,823.05	\$ 23,434.47	\$ 23,672.33	49.7%	
Career Coach	McCurry-Cobb, Christa	\$ 42,203.20	\$ 3,425.50	\$ 20,997.56	\$ 21,205.64	49.8%	
Career Coach	Smith, Nicole	\$ 40,320.80	\$ 3,273.01	\$ 20,062.77	\$ 20,258.03	49.8%	
Career Coach	Wengerd, Rhonda	\$ 35,599.20	\$ 2,889.12	\$ 17,709.71	\$ 17,889.49	49.7%	
Career Coach	Carr, Loren	\$ 34,959.60	\$ 2,837.75	\$ 17,394.71	\$ 17,564.89	49.8%	
Workforce Specialist	Campbell, Jennifer	\$ 34,959.60	\$ 2,837.75	\$ 17,394.67	\$ 17,564.93	49.8%	
Staff Salary Total		\$ 312,386.26	\$ 25,183.84	\$ 152,865.81	\$ 159,520.45	48.9%	
Fringe Benefit Total	51xx	\$ 74,336.62	\$ 7,090.48	\$ 44,176.17	\$ 30,160.45	59.4%	
Staff Cost Total		\$ 386,722.88	\$ 32,274.32	\$ 197,041.98	\$ 189,680.90	51.0%	
Operating							
1.1 Facility, Utilities, Maintenance	6205	\$ 9,600.00	\$ 600.00	\$ 3,000.00	\$ 6,600.00	31.3%	
1.2 Staff Consumable Supplies	6000	\$ 1,200.00	\$ 26.78	\$ 535.90	\$ 664.10	44.7%	
1.3 Advertising, Outreach	6735	\$ -	\$ -	\$ -	\$ -	0.0%	
1.4 Copy, Print	6730	\$ 1,200.00	\$ -	\$ 367.37	\$ 832.63	30.6%	
1.5 Communications	6270	\$ 6,136.00	\$ 474.98	\$ 2,926.82	\$ 3,209.18	47.7%	
1.6 Staff Travel	61xx	\$ 11,419.02	\$ 366.52	\$ 1,753.49	\$ 9,665.53	15.4%	
1.7 Staff Conferences, Training	5105	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.0%	
1.8 Staff Computer Software License	6045	\$ 2,798.16	\$ -	\$ 2,106.86	\$ 691.30	75.3%	
1.9 Postage	6005	\$ 1,741.00	\$ 104.33	\$ 644.67	\$ 1,096.33	37.0%	
Operating Total (01)		\$ 35,094.18	\$ 1,572.61	\$ 11,335.11	\$ 23,759.07	32%	
Direct Training							
2.1 Participant Supplies		\$ 1,560.00	\$ -	\$ -	\$ 1,560.00	0.0%	
2.2 Participant Books	6030	\$ 2,500.00	\$ 80.00	\$ 1,132.00	\$ 1,368.00	45.3%	
2.3 Credential Exam Fees (NRE, C.N.A., GED)	6520	\$ 9,000.00	\$ 3,002.25	\$ 5,485.94	\$ 3,514.06	61.0%	
2.4 TABE Test Materials		\$ -	\$ -	\$ -	\$ -	0.0%	
2.5 Tuition (Adult Education)		\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	0.0%	
2.6 Tuition (College or Vocational)	6530	\$ 56,602.55	\$ 3,085.00	\$ 28,007.00	\$ 28,595.55	49.5%	
2.9 Work Experience (Stipends)	6505	\$ 44,640.00	\$ 3,131.04	\$ 14,500.19	\$ 30,139.81	32.5%	2,727.99
2.10 Awards/Events		\$ -	\$ -	\$ -	\$ -	0.0%	
2.11 Software Licenses		\$ -	\$ -	\$ -	\$ -	0.0%	
2.12 Work Keys		\$ -	\$ -	\$ -	\$ -	0.0%	
Direct Training Total (02)		\$ 129,302.55	\$ 9,298.29	\$ 49,125.13	\$ 80,177.42	38%	2,727.99
Support Services							
3.1 Participant Incentives (Skill Invoices)	6585	\$ 20,645.00	\$ 2,175.00	\$ 7,425.00	\$ 13,220.00	36.0%	100.00
3.2 Transportation	6485	\$ 15,000.00	\$ 1,570.00	\$ 6,930.00	\$ 8,070.00	46.2%	
3.3 Childcare	6660	\$ 510.00	\$ -	\$ -	\$ 510.00	0.0%	
3.4 Training Support Materials	6545	\$ 3,000.00	\$ 238.70	\$ 1,355.85	\$ 1,644.15	45.2%	
3.5 Emergency Assistance	6590	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.0%	
3.6 Expungements		\$ 750.00	\$ -	\$ -	\$ 750.00	0.0%	
Support Service Total (03)		\$ 41,405.00	\$ 3,983.70	\$ 15,710.85	\$ 25,694.15	37.9%	100.00
General Liability Ins	6305	\$ 4,837.67	\$ 398.91	\$ 2,210.97	\$ 2,626.70	45.7%	
Operating Cost Total		\$ 597,382.28	\$ 47,922.83	\$ 275,424.04	\$ 321,958.24	46.1%	
General Overhead (Indirect)	8.86%	\$ 52,497.68	\$ 4,210.97	\$ 24,402.57	\$ 28,095.11	46.5%	
Contract Total		\$ 649,859.96	\$ 51,738.80	\$ 299,826.61	\$ 350,033.35	46.1%	2,827.99
					350,033.35		
Work Experience			DEC	Cumulative	YTD % Spent		
	Staff WEX Salaries		7,844.76	49,650.03	8%		
	Staff WEX Fringe		2,257.38	15,249.85	3%		
	Stipends		3,131.04	14,500.19	2%		
	Total		13,233.18	79,400.07	13%		
Percentage Spent			30%				

Grant Number: 17Y495H3

Invoice Number: 1058-5

Period Covered: 11/1/17 - 11/30/17

Eckerd Grant

NOVEMBER

41.7%

100.0%

Line Item		Budget Mod 2	1058-5	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD	Obligation Numbers
Staff Salary Total		\$ 312,386.26	\$ 25,818.39	\$ 137,631.87	\$ 184,704.29	40.9%	
Fringe Benefit Total 51xx		\$ 74,336.62	\$ 7,123.35	\$ 37,085.69	\$ 37,250.93	49.9%	
Staff Cost Total		\$ 386,722.88	\$ 32,936.94	\$ 164,767.66	\$ 221,955.22	42.6%	
Operating							
1.1	1.1 Facility, Utilities, Maintenance 6205	\$ 9,600.00	\$ -	\$ 2,400.00	\$ 7,200.00	25.0%	
1.2	1.2 Staff Consumable Supplies 6000	\$ 1,200.00	\$ 161.64	\$ 509.12	\$ 690.88	42.4%	26.78
1.3	1.3 Advertising, Outreach 6735	\$ -	\$ -	\$ -	\$ -	0.0%	
1.4	1.4 Copy, Print 6730	\$ 1,200.00	\$ 367.37	\$ 367.37	\$ 832.63	30.6%	
1.5	1.5 Communications 6270	\$ 6,136.00	\$ 512.48	\$ 2,451.84	\$ 3,684.16	40.0%	
1.6	1.6 Staff Travel 61xx	\$ 11,419.02	\$ 323.84	\$ 1,386.97	\$ 10,032.05	12.1%	
1.7	1.7 Staff Conferences, Training 6105	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.0%	
1.8	1.8 Staff Computer Software License 6045	\$ 2,798.16	\$ 26.96	\$ 2,106.86	\$ 691.30	75.3%	
1.9	1.9 Postage 6005	\$ 1,741.00	\$ 180.86	\$ 540.34	\$ 1,200.66	31.0%	
Operating Total (01)		\$ 35,094.18	\$ 1,573.15	\$ 9,762.50	\$ 25,331.68	28%	26.78
Direct Training							
2.1	2.1 Participant Supplies	\$ 1,560.00	\$ -	\$ -	\$ 1,560.00	0.0%	
2.2	2.2 Participant Books 6030	\$ 2,500.00	\$ (72.00)	\$ 1,052.00	\$ 1,448.00	42.1%	80.00
2.3	2.3 Credential Exam Fees (NRF, C.N.A., GED) 6520	\$ 9,000.00	\$ 562.20	\$ 2,483.69	\$ 6,516.31	27.6%	655.00
2.4	2.4 TABE Test Materials	\$ -	\$ -	\$ -	\$ -	0.0%	
2.5	2.5 Tuition (Adult Education)	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	0.0%	
2.6	2.6 Tuition (College or Vocational) 6530	\$ 56,602.55	\$ 6,510.00	\$ 24,922.00	\$ 31,680.55	44.0%	731.00
2.9	2.9 Work Experience (Stipends) 6505	\$ 44,640.00	\$ 2,898.49	\$ 11,369.15	\$ 33,270.85	25.5%	879.63
2.1	2.10 Awards/Events	\$ -	\$ -	\$ -	\$ -	0.0%	
2.1	2.11 Software Licenses	\$ -	\$ -	\$ -	\$ -	0.0%	
2.1	2.12 Work Keys	\$ -	\$ -	\$ -	\$ -	0.0%	
Direct Training Total (02)		\$ 129,302.55	\$ 9,898.69	\$ 39,826.84	\$ 89,475.71	31%	2,345.63
Support Services							
3.1	3.1 Participant Incentives (Skill Invoices) 6585	\$ 20,645.00	\$ 2,100.00	\$ 5,250.00	\$ 15,395.00	25.4%	900.00
3.2	3.2 Transportation 6485	\$ 15,000.00	\$ 1,660.00	\$ 5,360.00	\$ 9,640.00	35.7%	880.00
3.3	3.3 Childcare 6660	\$ 510.00	\$ -	\$ -	\$ 510.00	0.0%	
3.4	3.4 Training Support Materials 6545	\$ 3,000.00	\$ 253.81	\$ 1,117.15	\$ 1,882.85	37.2%	
3.5	3.5 Emergency Assistance 6590	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.0%	
3.6	3.6 Expungements	\$ 750.00	\$ -	\$ -	\$ 750.00	0.0%	
Support Service Total (03)		\$ 41,405.00	\$ 4,013.81	\$ 11,727.15	\$ 29,677.85	28.3%	1,780.00
4.2	General Liability Ins 6305	\$ 4,837.67	\$ 437.53	\$ 1,812.06	\$ 3,025.61	37.5%	
Operating Cost Total		\$ 597,362.28	\$ 48,880.12	\$ 227,896.21	\$ 369,466.07	38.2%	
General Overhead (Indirect) 8.86%		\$ 52,497.68	\$ 4,329.01	\$ 20,191.60	\$ 32,306.08	38.5%	
Contract Total		\$ 649,859.96	\$ 53,189.13	\$ 248,087.81	\$ 401,772.15	38.2%	1,780.00
					401,772.15		
Work Experience				NOV	Cumulative	YTD % Spent	
Staff WEX Salaries				8,057.75	41,805.27	7%	
Staff WEX Fringe				2,266.39	12,992.47	2%	
Stipends				2,898.49	14,359.15	2%	
Total				13,222.63	69,156.89	11%	
Percentage Spent				33%			

Grant Number: 17Y495H3							
Invoice Number: 1058-4							
Period Covered: 10/1/17 - 10/31/17							
Eckerd Goal:			OCTOBER				
			33.3%			118.0%	
Line Item	Budget Mod 1	1058-4	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD	Obligation Numbers	
Staff Salary Total		\$ 308,707.00	\$ 25,915.83	\$ 101,863.36	\$ 206,833.62	33.0%	
Fringe Benefit Total	51xx	\$ 73,910.42	\$ 7,174.46	\$ 29,962.34	\$ 43,948.08	40.5%	
Staff Cost Total		\$ 382,617.42	\$ 33,090.29	\$ 131,830.72	\$ 250,786.70	34.5%	
Operating							
1.1 Facility, Utilities, Maintenance	6205	\$ 9,600.00	\$ -	\$ 2,400.00	\$ 7,200.00	25.0%	
1.2 Staff Consumable Supplies	6000	\$ 1,200.00	\$ 170.07	\$ 347.48	\$ 852.52	29.0%	
1.3 Advertising, Outreach	6785	\$ -	\$ -	\$ -	\$ -	0.0%	
1.4 Copy, Print	6730	\$ 1,200.00	\$ -	\$ -	\$ 1,200.00	0.0%	
1.5 Communications	6270	\$ 6,136.00	\$ (1,604.92)	\$ 1,939.36	\$ 4,196.64	31.6%	37.50
1.6 Staff Travel	61xx	\$ 11,419.02	\$ 378.84	\$ 1,063.13	\$ 10,355.89	9.3%	
1.7 Staff Conferences, Training	5105	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.0%	
1.8 Staff Computer Software License	6045	\$ 2,798.16	\$ 2,079.90	\$ 2,079.90	\$ 718.26	74.3%	
1.9 Postage	6005	\$ 1,741.00	\$ 149.15	\$ 359.48	\$ 1,381.52	20.6%	
Operating Total (01)		\$ 35,094.18	\$ 1,173.04	\$ 8,189.35	\$ 26,904.83	23%	37.50
Direct Training							
2.1 Participant Supplies		\$ 1,560.00	\$ -	\$ -	\$ 1,560.00	0.0%	
2.2 Participant Books	6030	\$ 1,500.00	\$ 160.00	\$ 1,124.00	\$ 376.00	74.9%	138.00
2.3 Credential Exam Fees (NRF, C.N.A., GED,	6520	\$ 9,000.00	\$ 1,906.49	\$ 1,921.49	\$ 7,078.51	21.3%	408.75
2.4 TABE Test Materials		\$ -	\$ -	\$ -	\$ -	0.0%	
2.5 Tuition (Adult Education)		\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	0.0%	
2.6 Tuition (College or Vocational)	6530	\$ 56,602.55	\$ 9,968.00	\$ 18,412.00	\$ 38,190.55	32.5%	2,866.50
2.9 Work Experience (Stipends)	6505	\$ 44,640.00	\$ 2,464.50	\$ 8,470.66	\$ 36,169.34	19.0%	1,604.24
2.10 Awards/Events		\$ -	\$ -	\$ -	\$ -	0.0%	
2.11 Software Licenses		\$ -	\$ -	\$ -	\$ -	0.0%	
2.12 Work Keys		\$ -	\$ -	\$ -	\$ -	0.0%	
Direct Training Total (02)		\$ 128,302.55	\$ 14,498.99	\$ 29,928.15	\$ 98,374.40	23%	5,017.49
Support Services							
3.1 Participant Incentives (Skill Invoices)	6585	\$ 21,645.00	\$ 2,550.00	\$ 3,150.00	\$ 18,495.00	14.6%	550.00
3.2 Transportation	6485	\$ 15,000.00	\$ 1,520.00	\$ 3,700.00	\$ 11,300.00	24.7%	720.00
3.3 Childcare	6660	\$ 510.00	\$ -	\$ -	\$ 510.00	0.0%	
3.4 Training Support Materials	6545	\$ 3,000.00	\$ 392.14	\$ 863.34	\$ 2,136.66	28.8%	118.00
3.5 Emergency Assistance	6590	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.0%	
3.6 Expungements		\$ 750.00	\$ -	\$ -	\$ 750.00	0.0%	
Support Service Total (03)		\$ 42,405.00	\$ 4,462.14	\$ 7,713.34	\$ 34,691.66	18.2%	1,388.00
General Liability Ins	6305	\$ 4,804.15	\$ 364.55	\$ 1,374.53	\$ 3,429.62	28.6%	
Operating Cost Total		\$ 593,223.30	\$ 58,589.01	\$ 179,836.09	\$ 414,187.21	30.2%	
General Overhead (Indirect)	8.86%	\$ 52,133.94	\$ 4,747.99	\$ 15,862.60	\$ 36,271.34	30.4%	
Contract Total		\$ 645,357.24	\$ 58,337.00	\$ 194,898.69	\$ 450,458.55	30.2%	1,388.00
					450,458.55		
Work Experience			OCT	Cumulative	YTD % Spent		
		Staff WEX Salaries	8,939.22	33,747.52	6%		
		Staff WEX Fringe	2,496.66	10,726.08	2%		
		Stipends	2,464.50	8,470.66	1%		
		Total	13,900.38	52,944.26	9%		
		Percentage Spent	34%				

Grant Number: 17Y495H3							
Invoice Number: 1058-3							
Period Covered: 9/1/17 - 9/30/17							
Eckerd Goals		SEPTEMBER					
		25.0%				100.0%	
Line Item		Budget Mod 1	1058-3	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD	Obligation Numbers
Staff Salary Total		\$ 308,707.00	\$ 24,593.35	\$ 75,952.55	\$ 232,754.45	24.6%	
Fringe Benefit Total	51xx	\$ 73,910.42	\$ 6,855.23	\$ 22,787.88	\$ 51,122.54	30.8%	
Staff Cost Total		\$ 382,617.42	\$ 31,448.58	\$ 98,740.43	\$ 283,876.99	25.8%	
Operating							
1.1 Facility, Utilities, Maintenance	6205	\$ 9,600.00	\$ 2,400.00	\$ 2,400.00	\$ 7,200.00	25.0%	
1.2 Staff Consumable Supplies	6000	\$ 1,200.00	\$ 124.08	\$ 177.41	\$ 1,022.59	14.8%	
1.3 Advertising/Outreach	6735	\$ -	\$ -	\$ -	\$ -	0.0%	
1.4 Copy, Print	6730	\$ 1,200.00	\$ -	\$ -	\$ 1,200.00	0.0%	
1.5 Communications	6270	\$ 6,136.00	\$ 2,554.45	\$ 3,544.28	\$ 2,591.72	57.8%	
1.6 Staff Travel	61xx	\$ 11,419.02	\$ 396.09	\$ 684.29	\$ 10,734.73	6.0%	
1.7 Staff Conferences, Training	5105	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.0%	
1.8 Staff Computer Software License	6045	\$ 2,798.16	\$ -	\$ -	\$ 2,798.16	0.0%	
1.9 Postage	6005	\$ 1,741.00	\$ 57.97	\$ 210.33	\$ 1,530.67	12.1%	
Operating Total (01)		\$ 35,094.18	\$ 5,532.59	\$ 7,016.31	\$ 28,077.87	20%	
Direct Training							
2.1 Participant Supplies		\$ 1,560.00	\$ -	\$ -	\$ 1,560.00	0.0%	
2.2 Participant Books	6030	\$ 1,500.00	\$ 558.00	\$ 964.00	\$ 536.00	64.3%	
2.3 Credential Exam Fees (NRF, C.N.A., GEL)	6520	\$ 9,000.00	\$ 15.00	\$ 15.00	\$ 8,985.00	0.2%	
2.4 TABE Test Materials		\$ -	\$ -	\$ -	\$ -	0.0%	
2.5 Tuition (Adult Education)		\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	0.0%	
2.6 Tuition (College or Vocational)	6530	\$ 56,602.55	\$ 3,578.00	\$ 8,444.00	\$ 48,158.55	14.9%	
2.9 Work Experience (Stipends)	6505	\$ 44,640.00	\$ 2,056.08	\$ 6,006.16	\$ 38,633.84	13.5%	
2.10 Awards/Events		\$ -	\$ -	\$ -	\$ -	0.0%	
2.11 Software Licenses		\$ -	\$ -	\$ -	\$ -	0.0%	
2.12 Work Keys		\$ -	\$ -	\$ -	\$ -	0.0%	
Direct Training Total (02)		\$ 128,302.55	\$ 6,207.08	\$ 15,429.16	\$ 112,873.39	12%	
Support Services							
3.1 Participant Incentives (Skill Invoices)	6585	\$ 21,645.00	\$ 150.00	\$ 600.00	\$ 21,045.00	2.8%	
3.2 Transportation	6485	\$ 15,000.00	\$ 700.00	\$ 2,180.00	\$ 12,820.00	14.5%	
3.3 Childcare	6660	\$ 510.00	\$ -	\$ -	\$ 510.00	0.0%	
3.4 Training Support Materials	6545	\$ 3,000.00	\$ 283.20	\$ 471.20	\$ 2,528.80	15.7%	
3.5 Emergency Assistance	6590	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.0%	
3.6 Expungements		\$ 750.00	\$ -	\$ -	\$ 750.00	0.0%	
Support Service Total (03)		\$ 42,405.00	\$ 1,133.20	\$ 3,251.20	\$ 39,153.80	7.7%	
General Liability Ins	6305	\$ 4,804.15	\$ 325.46	\$ 1,009.98	\$ 3,794.17	21.0%	
Operating Cost Total		\$ 594,223.30	\$ 44,646.91	\$ 128,447.08	\$ 465,776.22	21.1%	
General Overhead (Indirect)	8.86%	\$ 52,133.94	\$ 3,955.72	\$ 11,114.61	\$ 41,019.33	21.3%	
Contract Total		\$ 645,357.24	\$ 48,602.63	\$ 136,561.69	\$ 508,795.55	21.2%	
					508,795.55		
Work Experience			SEPT	Cumulative	YTD,% Spent		
	Staff WEX Salaries		7,793.52	24,808.30	4%		
	Staff WEX Fringe		2,232.08	8,229.42	1%		
	Stipends		2,056.08	6,006.16	1%		
	Total		12,081.68	39,043.88	7%		
	Percentage Spent		2%				

Time Periods for Reporting Performance Information on the WIOA Quarterly Report **Instructions**

Revised 7/11/2016

Program Year (PY) 2016 Time Periods To Be Reported				
Report Quarter	July – Sept.	Oct. – Dec.	Jan. – Mar.	Apr. – June
Report Due Date	November 14, 2016	February 14, 2017	May 15, 2017	August 14, 2017
Number Served (Reportable Individual)	7/01/16 to 9/30/16	7/01/16 to 12/31/16	7/01/16 to 3/31/17	7/01/16 to 6/30/17
Number Exited (Reportable Individual)	Data Not Available	7/01/16 to 9/30/16	7/01/16 to 12/31/16	7/01/16 to 3/31/17
Funds Expended	7/01/16 to 9/30/16	7/01/16 to 12/31/16	7/01/16 to 3/31/17	7/01/16 to 6/30/17
Number Served (Participant)	7/01/16 to 9/30/16	7/01/16 to 12/31/16	7/01/16 to 3/31/17	7/01/16 to 6/30/17
Number Exited (Participant)	Data Not Available	7/01/16 to 9/30/16	7/01/16 to 12/31/16	7/01/16 to 3/31/17
Employment Rate Second Quarter After Exit	Data Not Available	Data Not Available	Data Not Available	Data Not Available
Employment Rate Fourth Quarter After Exit	Data Not Available	Data Not Available	Data Not Available	Data Not Available
Median Earnings Second Quarter After Exit	Data Not Available	Data Not Available	Data Not Available	Data Not Available
Credential Attainment Rate	Data Not Available	Data Not Available	Data Not Available	Data Not Available
Measurable Skill Gains	7/01/16 to 9/30/16	7/01/16 to 12/31/16	7/01/16 to 3/31/17	7/01/16 to 6/30/17
Effectiveness in Serving Employers	Data Not Available	Data Not Available	Data Not Available	Data Not Available
Veterans' Priority of Service	7/01/16 to 9/30/16	7/01/16 to 12/31/16	7/01/16 to 3/31/17	7/01/16 to 6/30/17

Program Year (PY) 2017 Time Periods To Be Reported				
Report Quarter	July – Sept.	Oct. – Dec.	Jan. – Mar.	Apr. – June
Report Due Date	November 14, 2017	February 14, 2018	May 15, 2018	August 14, 2018
Number Served (Reportable Individual)	10/01/16 to 9/30/17	1/01/17 to 12/31/17	4/01/17 to 3/31/18	7/01/17 to 6/30/18
Number Exited (Reportable Individual)	7/01/16 to 6/30/17	10/01/16 to 9/30/17	1/01/17 to 12/31/17	4/01/17 to 3/31/18
Funds Expended	10/01/16 to 9/30/17	1/01/17 to 12/31/17	4/01/17 to 3/31/18	7/01/17 to 6/30/18
Number Served (Participant)	10/01/16 to 9/30/17	1/01/17 to 12/31/17	4/01/17 to 3/31/18	7/01/17 to 6/30/18
Number Exited (Participant)	7/01/16 to 6/30/17	10/01/16 to 9/30/17	1/01/17 to 12/31/17	4/01/17 to 3/31/18
Employment Rate Second Quarter After Exit	7/01/16 to 9/30/16	7/01/16 to 12/31/16	7/01/16 to 3/31/17	7/01/16 to 6/30/17
Employment Rate Fourth Quarter After Exit	Data Not Available	Data Not Available	7/01/16 to 9/30/16	7/01/16 to 12/31/16
Median Earnings Second Quarter After Exit	7/01/16 to 9/30/16	7/01/16 to 12/31/16	7/01/16 to 3/31/17	7/01/16 to 6/30/17
Credential Attainment Rate	Data Not Available	Data Not Available	7/01/16 to 9/30/16	7/01/16 to 12/31/16
Measurable Skill Gains	10/01/16 to 9/30/17	1/01/17 to 12/31/17	4/01/17 to 3/31/18	7/01/17 to 6/30/18
Effectiveness in Serving Employers	7/01/16 to 9/30/16	7/01/16 to 12/31/16	7/01/16 to 3/31/17	7/01/16 to 6/30/17
Veterans' Priority of Service	10/01/16 to 9/30/17	1/01/17 to 12/31/17	4/01/17 to 3/31/18	7/01/17 to 6/30/18

Program Year (PY) 2018 Time Periods To Be Reported				
Report Quarter	July – Sept.	Oct. – Dec.	Jan. – Mar.	Apr. – June
Report Due Date	November 14, 2018	February 14, 2019	May 15, 2019	August 14, 2019
Number Served (Reportable Individual)	10/01/17 to 9/30/18	1/01/18 to 12/31/18	4/01/18 to 3/31/19	7/01/18 to 6/30/19
Number Exited (Reportable Individual)	7/01/17 to 6/30/18	10/01/17 to 9/30/18	1/01/18 to 12/31/18	4/01/18 to 3/31/19
Funds Expended	10/01/17 to 9/30/18	1/01/18 to 12/31/18	4/01/18 to 3/31/19	7/01/18 to 6/30/19
Number Served (Participant)	10/01/17 to 9/30/18	1/01/18 to 12/31/18	4/01/18 to 3/31/19	7/01/18 to 6/30/19
Number Exited (Participant)	7/01/17 to 6/30/18	10/01/17 to 9/30/18	1/01/18 to 12/31/18	4/01/18 to 3/31/19
Employment Rate Second Quarter After Exit	10/01/16 to 9/30/17	1/01/17 to 12/31/17	4/01/17 to 3/31/18	7/01/17 to 6/30/18
Employment Rate Fourth Quarter After Exit	7/01/16 to 3/31/17	7/01/16 to 6/30/17	10/01/16 to 9/30/17	1/01/17 to 12/31/17
Median Earnings Second Quarter After Exit	10/01/16 to 9/30/17	1/01/17 to 12/31/17	4/01/17 to 3/31/18	7/01/17 to 6/30/18
Credential Attainment Rate	7/01/16 to 3/31/17	7/01/16 to 6/30/17	10/01/16 to 9/30/17	1/01/17 to 12/31/17
Measurable Skill Gains	10/01/17 to 9/30/18	1/01/18 to 12/31/18	4/01/18 to 3/31/19	7/01/18 to 6/30/19
Effectiveness in Serving Employers	10/01/16 to 9/30/17	1/01/17 to 12/31/17	4/01/17 to 3/31/18	7/01/17 to 6/30/18
Veterans' Priority of Service	10/01/17 to 9/30/18	1/01/18 to 12/31/18	4/01/18 to 3/31/19	7/01/18 to 6/30/19

Program Year (PY) 2019 Time Periods To Be Reported				
Report Quarter	July – Sept.	Oct. – Dec.	Jan. – Mar.	Apr. – June
Report Due Date	November 14, 2019	February 14, 2020	May 15, 2020	August 14, 2020
Number Served (Reportable Individual)	10/01/18 to 9/30/19	1/01/19 to 12/31/19	4/01/19 to 3/31/20	7/01/19 to 6/30/20
Number Exited (Reportable Individual)	7/01/18 to 6/30/19	10/01/18 to 9/30/19	1/01/19 to 12/31/19	4/01/19 to 3/31/20
Funds Expended	10/01/18 to 9/30/19	1/01/19 to 12/31/19	4/01/19 to 3/31/20	7/01/19 to 6/30/20
Number Served (Participant)	10/01/18 to 9/30/19	1/01/19 to 12/31/19	4/01/19 to 3/31/20	7/01/19 to 6/30/20
Number Exited (Participant)	7/01/18 to 6/30/19	10/01/18 to 9/30/19	1/01/19 to 12/31/19	4/01/19 to 3/31/20
Employment Rate Second Quarter After Exit	10/01/17 to 9/30/18	1/01/18 to 12/31/18	4/01/18 to 3/31/19	7/01/18 to 6/30/19
Employment Rate Fourth Quarter After Exit	4/01/17 to 3/31/18	7/01/17 to 6/30/18	10/01/17 to 9/30/18	1/01/18 to 12/31/18
Median Earnings Second Quarter After Exit	10/01/17 to 9/30/18	1/01/18 to 12/31/18	4/01/18 to 3/31/19	7/01/18 to 6/30/19
Credential Attainment Rate	4/01/17 to 3/31/18	7/01/17 to 6/30/18	10/01/17 to 9/30/18	1/01/18 to 12/31/18
Measurable Skill Gains	10/01/18 to 9/30/19	1/01/19 to 12/31/19	4/01/19 to 3/31/20	7/01/19 to 6/30/20
Effectiveness in Serving Employers	7/01/17 to 6/30/18	10/01/17 to 9/30/18	1/01/18 to 12/31/18	4/01/18 to 3/31/19
Veterans' Priority of Service	10/01/18 to 9/30/19	1/01/19 to 12/31/19	4/01/19 to 3/31/20	7/01/19 to 6/30/20

Please Note:

Quarters highlighted in green indicate when four quarters of information will be available

Periods that do not have a date indicate that no report can be generated for that outcome during that time frame



2005 N. Main Street | Anderson, SC 29621
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Eckerd.org

Date of Update: 12-4-17

PY 2017 Youth WIOA Incentive Policy (Supersedes 8-1-16 Policy Issuance):

Customers are eligible for incentives, upon completion of goals, and will be awarded as outlined in the PYC PY 17 Skill Invoice Criteria Form.

The appropriate documentation must be available and in the customer file for participants to receive incentives as outlined in the PY 17 Skill Invoice Form.

Awaiting F-19 (Incentive Code) definition from SCDEW before utilizing the proposed skill invoice criteria. See next page for proposed skill invoice criteria.

**PY17 Skill Invoice Criteria
(Incentives)**

MEASURE	AMOUNT
Common Measure: Program Skills Gain	
Program Skills Gain in Reading and/or Math	\$ 50.00
Note: A Student can receive \$50 per EFL Gain in Reading and/or Math until they are no longer BSD.	
Non-Common Measure: Pre-Employment Work Maturity Skills: Must Complete ALL 5 Classes and Work Experience to earn the full incentive. (Mid-point after 8 weeks or 256 hours of Work Experience training with evaluation of 2.0 or higher=\$50 AND final Work Experience evaluation of 3.0 or higher =\$50)	\$100.00
Complete Resume Workshop & Resume	
Complete NIOSH or OSHA Safety Course	
Complete Financial Literacy Workshop	
Complete Employability Workshop or Class	
Complete Entrepreneurial Workshop	
Non-Common Measure: WorkKeys Certification (Only eligible to earn one)	
Bronze WorkKeys Certificate	\$ 25.00
Silver WorkKeys Certificate	\$ 50.00
Gold or Platinum WorkKeys Certificate	\$ 75.00
Common Measure: Credential Attainment (Secondary Education or Occupational)	
Obtain GED or High School Diploma (<u>Available through the end of 4th Quarter after exit</u>) (May be earned in \$25 increments if the GED is taken in sections)	\$ 100.00
Obtain a Nationally Recognized Occupational Skills Credential (<u>Available through the end of 4th Quarter after exit</u>)	\$ 100.00
Common Measure: Placement (Post-Secondary and Employment) <u>Enter and retain</u> post-secondary enrollment (verified by Student Clearing House), employment or the military <u>by the end of 2nd and 4th Quarter after exit.</u> (Maximum \$100)	\$50.00
Enter enrollment in a Degree Program in Post-Secondary during the active phase or <u>into 2nd Quarter after exit</u> to obtain two or four year degree. <u>Full Time students</u> must take 12 hours or more with verification of 1 st semester Clearing House documentation prior to computer and/or accessories eligibility. <u>Part-time students</u> must take 6 hours and be employed. To qualify, part-time students will need to provide employment verification and verification of 1 st semester Clearing House documentation prior to computer and/ or accessories eligibility.	Computer and/ or accessories not to exceed \$650



Palmetto

Youth

Connections

Preparing South Carolina's Youth

IMPORTANT INFORMATION - PLEASE READ

The Secretary of State's Office registers and renews trademarks and service marks in the State of South Carolina. Applications may be sent by mail or submitted in person at the Secretary of State's Office. Please allow two (2) weeks for the processing of your application.

Trademark and service mark applications must be completed in their entirety prior to being submitted to the Secretary of State's Trademarks Division. If you have any questions regarding submission of a trademark or service mark application, you should seek counsel from a licensed attorney. The Trademarks Division acts solely in an administrative capacity and cannot provide legal advice to customers.

It is the responsibility of the applicant to confirm that the mark the applicant intends to file is not already in use. To view a current listing of marks registered with the state of South Carolina, please go to www.sos.sc.gov/trademark. To search federally registered marks, go to www.uspto.gov and select "Trademarks." For questions regarding federal registration of trademarks and service marks, please call 1-800-786-9199.

FEE NOTICE

Application fees submitted to the Secretary of State's Office with a trademark or service mark application are not refundable, as provided under S.C. Code §39-15-1185.

Any fee submitted with an application will not be refunded in the event of refusal or abandonment of the application. Upon the filing of a trademark or service mark application and payment of the application fee, the Trademarks Division will examine the application. If the Trademarks Division determines that the mark is not entitled to registration, the Trademarks Division will notify the applicant of the reasons why the application was denied. The applicant will then have fifteen (15) days to amend and resubmit the application. If the applicant fails to amend and resubmit the application within fifteen (15) days, then the application will be deemed abandoned and the application fee forfeited. Any subsequent application must be accompanied by a separate application fee.

Instructions for Registration of a Trademark or Service Mark

This application must be filled out completely, signed, and notarized. Incomplete applications will be rejected and returned to the applicant. The Secretary of State's Office cannot offer legal advice. If you have a legal question about this application or about trademarks and service marks generally, you should seek counsel with a licensed attorney.

The following notes correspond to the each part of the application, beginning on the first page of the application.

Part 1: Type of Application

- **Check whether the Trademark/Service Mark Application is "New" or a "Renewal."**
New - If you are submitting a trademark or service mark application for a new mark, check "New." The fee for registering a new mark is \$15.00 per class (for example, if you are submitting an application for a mark in three classes, the fee will be \$45.00.) Classes are defined in the following "Classes of Goods and Services" pages.
Renewal - If you are renewing an active mark that has already been registered with our office, check "Renewal." Renewal applications are \$5.00 regardless of the number of classes, and may be filed up to six (6) months prior to the expiration date.
- **Check Trademark OR Service Mark.** You may check only one per form. If you are applying for a trademark and a service mark, you must submit two (2) separate applications. Trademarks and service marks offer the same level of protection; one is simply for goods and the other is for services.

A trademark is a word, name, symbol, or device and/or combination of these used by a person to identify and distinguish the **products or goods** of that person from those manufactured and sold by others, and to indicate the source of the goods, even if that source is unknown [S.C. Code of Laws §39-15-1105(9)].

A service mark is a word, name, symbol, or device and/or combination of these used by a person to identify and distinguish the **services provided** by one person, including a unique service, from the services of others and to indicate the source of the services. Titles, character names used by a person, and other distinctive features of radio or television programs, motion pictures, newspapers, or magazines may be registered as service marks notwithstanding that they or the programs may advertise the goods of the sponsor [S.C. Code of Laws §39-15-1105(7)].

Part 2: Applicant Information and Mark

- (1) **Name of Applicant.** The Applicant is the **owner** of the mark. The Applicant can be an individual, corporation, limited liability company, partnership, association, or other person. Only one individual or business entity may be the owner of a mark.
- (2) **Applicant's principal place of business address.** This does not have to be a South Carolina address.
- (3) **If the Applicant has a business address in South Carolina, enter that address here.** If the address is the same as the address in number 2, enter "same." If the Applicant does not have a business address in South Carolina, enter "none."
- (4) **Check the box that corresponds to the type of Applicant.** Your answer to question (4) must match the entity given in answer to question (1). If the applicant is a corporation, partnership, or limited liability company, please enter the state in which the entity was organized.
- (5) **Describe the mark.** The description should include any wording and/or design elements if claimed. For example, if you are registering a service mark that includes the company name with logo, your description should state the company name and a complete description of the "look" of the logo. The description should include instructions on the placement of the words with the logo. If you are registering a word mark only, simply provide the word(s) you wish to register. **The description you enter for question (5) must match exactly the mark as it appears on the specimens you provide.**
- (6) **Actual goods or services with which the mark will be used.** For example, if you are submitting an application for a logo that will be used on a line of clothing, you will state that the trademark will be used on "clothing." If you are submitting an application for a service mark for a plumbing service, you will state that the "service is a plumbing service."
- (7) **Mode or manner in which you will use the mark.** If you are registering a trademark to be used on clothing, you may wish to state that the "mark will be directly applied to the goods," or that it will be "used on tags or labels attached to the clothing." If you are registering a service mark that is your business name, you may wish to state that the mark will be used for "letterhead, business cards, advertising, pens, or Website." Because trademarks and service marks require separate applications, goods and services cannot be combined in answer to question (7). Goods and products are classed as trademarks; services offered are classed as service marks.
- (8) **Class(es) in which the good/service falls.** Please see the list of "Classes of Goods and Services" on page (4) of this form. If you are registering a trademark, you will use the classes found in S.C. Code of Laws §39-15-1150(B). If you are registering a service mark, you will use the classes found in S.C. Code of Laws §39-15-1150(C). Please note that applicants selling clothing for profit should complete a trademark application, and applicants using clothing as uniforms to indicate services provided should complete a service mark application. There will be a \$15.00 fee for each class that you indicate in this space. **Since the applicant must submit separate applications for a trademark and service mark, trademark and service mark classes cannot be combined in answer to question (8).**

- (9) **Date of first use.** Both blanks must be completed, and dates must include the month, day, and year. A mark must be currently in use before it can be registered.
- (10) **Registration with the United States Patent and Trademark Office (USPTO)** - If you have ever submitted an application to register any portion of this mark with the USPTO, please check "yes." If so, you must provide complete information regarding the filing date, serial number, and status of each application. If the application was refused or was not registered for some other reason, please explain. If you have never submitted an application to the USPTO for this mark, check "no."
- (11) **Specimens** - Three specimens of the mark as actually used in trade must be submitted with this application. The specimens must reflect the mark as described in answer to question (5) of this application. If specific colors are being claimed as a part of the mark, the specimens must be in color. Please submit three (3) identical specimens that show the mark as actually used in trade. *Please note that letterhead, business cards, or invoices are not acceptable specimens for a trademark. Computer generated images and printer's proofs are not acceptable specimens for either trademarks or service marks.*

The following specimens are acceptable for a trademark:

- 3 identical photographs of the goods that show the mark on the goods; OR
- 3 tags or labels for the goods; OR
- 3 containers for the goods; OR
- 3 identical photos of a display associated with the goods.

The following specimens are acceptable for a service mark:

- 3 actual business cards or pieces of letterhead showing the mark in connection with the service; OR
- 3 identical photos of a sign; OR
- 3 original brochures about the service (including menus); OR
- 3 advertisements for the service (including advertisements from newspapers or magazines); OR
- 3 color print-outs of the mark used on the applicant's Website; OR
- 3 identical photographs that show the mark as used in advertising the service (e.g. photos of a billboard).

Part 3: Declaration of Ownership

Signature and Notarization - The Applicant (owner of the mark) must sign the application and include his or her printed name, title, telephone number and date. The Applicant must complete the Declaration of Ownership in the presence of a notary public. The date that the Applicant signs the form and the date on which the form is notarized **MUST BE THE SAME**. By signing this form the Applicant is agreeing to all of the language in the "Declaration of Ownership," and affirming that all information given is truthful.

Submit the completed application, the proper filing fee, and three (3) identical specimens to the address below. If you would like a stamped copy of your application returned to you, you must provide one additional copy of the application. Payment may be made by cash or check made payable to the SC Secretary of State's Office. **Do not mail cash.** If you are hand delivering the registration and paying with cash, you must have the exact amount. Starter checks are not accepted by the office.

Please mail your completed application, specimens and payment to:
South Carolina Secretary of State
Attn: Trademarks Division
1205 Pendleton Street, Suite 525
Columbia, SC 29201

Classes of Goods and Services

[for use in completing question (8) of the application]

The classes listed below are set forth in Section 39-15-1150(B) and (C) of the South Carolina Code of Laws. If the application for a mark includes goods or services that fall under multiple classes, the application fee will be \$15.00 for each class selected. If the same mark is to be used as both a trademark and a service mark, the applicant must submit a separate application for the trademark and service mark and include the applicable classes for each on the corresponding application.

Trademark Classes—Section 39-15-1150(B)

(1) chemical products used in industry, science, photography, agriculture, horticulture, forestry; artificial and synthetic resins; plastics in the form of powders, liquids, or pastes for industrial use; manures (natural and artificial); fire extinguishing compositions; tempering substances and chemical preparations for soldering; chemical substances for preserving foodstuffs, tanning substances, adhesive substances used in industry;

(2) paints, varnishes, lacquers; preservatives against rust and against deterioration of wood, coloring matters, dyestuffs, mordants, natural resins; metals in foil and powder form for painters and decorators;

(3) bleaching preparations and other substances for laundry use, cleaning, polishing, scouring and abrasive preparations, soaps; perfumery, essential oils, cosmetics, hair lotions; dentifrices;

(4) industrial oils and greases (other than oils and fats and essential oils); lubricants; dust laying and absorbing compositions; fuels (including motor spirit) and illuminants; candles, tapers, night lights, and wicks;

(5) pharmaceutical, veterinary, and sanitary substances; infants' and invalids' foods; plasters, material for bandaging; material for stopping teeth, dental wax, disinfectants; preparations for killing weeds and destroying vermin;

(6) unwrought and partly wrought common metals and their alloys, anchors, anvils, bells, rolled and cast building materials, rails and other metallic materials for railway tracks, chains (except driving chains for vehicles), cables and wires (nonelectric), locksmiths' work; metallic pipes and tubes; safes and cash boxes, steel balls; horseshoes; nails and screws; other goods in nonprecious metal not included in other classes; ores;

(7) machines and machine tools; motors (except for land vehicles); machine couplings and belting (except for land vehicles); large size agricultural implements; incubators;

(8) hand tools and instruments; cutlery, forks, and spoons; side arms;

(9) scientific, nautical, surveying and electrical apparatus and instruments (including wireless), photographic, cinematographic, optical, weighing, measuring, signaling, checking (supervision), life-saving and teaching apparatus and instruments; coin or counterfeited apparatus; talking machines; cash registers; calculating machines; fire extinguishing apparatus;

(10) surgical, medical, dental, and veterinary instruments and apparatus (including artificial limbs, eyes and teeth);

(11) installations for lighting, heating, steam generating, cooking, refrigerating, drying, ventilating, water supply, and sanitary purposes;

(12) vehicles; apparatus for locomotion by land, air, or water;

(13) firearms; ammunition and projectiles; explosive substances; fireworks;

(14) precious metals and their alloys and goods in precious metals or coated therewith (except cutlery, forks, and spoons); jewelry, precious stones, horological and other chronometric instruments;

(15) musical instruments (other than talking machines and wireless apparatus);

(16) paper and paper articles, cardboard and cardboard articles; printed matter, newspaper and periodicals, books; bookbinding material; photographs; stationery, adhesive materials (stationery); artists' materials; paint brushes; typewriters and office requisites (other than furniture); instructional and teaching material (other than apparatus); playing cards; printers' type and clichés (stereotype);

(17) gutta percha, india rubber, balata and substitutes, articles made from these substances and not included in other classes; plastics in the form of sheets, blocks and rods, being for use in manufacture, materials for packing, stopping, or insulating; asbestos, mica and their products; hose pipes (nonmetallic);

(18) leather and imitations of leather, and articles made from these materials and not included in other classes; skins, hides; trunks and traveling bags; umbrellas, parasols and walking sticks; whips, harness and saddlery;

(19) building materials, natural and artificial stone, cement, lime, mortar, plaster and gravel; pipes of earthenware or cement; roadmaking materials; asphalt, pitch and bitumen, portable buildings; stone monuments; chimney pots;

(20) furniture, mirrors, picture frames; articles (not included in other classes) of wood, cork, reeds, cane, wicker, horn, bone, ivory, whalebone, shell, amber, mother-of-pearl, meerschaum, celluloid, substitutes for all these materials, or of plastics;

(21) small domestic utensils and containers (not of precious metals, or coated therewith); combs and sponges, brushes (other than paint brushes); brushmaking materials, instruments and material for cleaning purposes, steel wool; unworked or semi-worked glass (excluding glass used in building); glassware, porcelain and earthenware, not included in other classes;

(22) ropes, string, nets, tents, awnings, tarpaulins, sails, sacks, padding and stuffing materials (hair, kapok, feathers, seaweed, etc.); raw fibrous textile materials;

(23) yarns, threads;

(24) tissues (piece goods); bed and table covers; textile articles not included in other classes;

(25) clothing (including boots, shoes, and slippers);

(26) lace and embroidery, ribands, and braid; buttons, press buttons, hooks and dyes, pins and needles; artificial flowers;

(27) carpets, rugs, mats, and matting; linoleum and other materials for covering existing floors; wall hangings (nontextile);

(28) games and playthings; gymnastic and sporting articles (except clothing); ornaments and decorations for Christmas trees;

(29) meats, fish, poultry, and game; meat extracts; preserved, dried, and cooked fruits and vegetables; jellies, jams; eggs, milk, and other dairy products; edible oils and fats; preserves, pickles;

(30) coffee, tea, cocoa, sugar, rice, tapioca, sago, coffee substitutes; flour and preparations made from cereals; bread, biscuits, cakes, pastry, and confectionery, ices; honey, treacle; yeast, baking powder; salt, mustard, pepper, vinegar, sauces, spices; ice;

(31) agricultural, horticultural, and forestry products and grains not included in other classes; living animals; fresh fruits and vegetables; seeds; live plants and flowers; foodstuffs for animals, malt;

(32) beer, ale, and porter; mineral and aerated waters and other nonalcoholic drinks; syrups and other preparations for making beverages;

(33) wines, spirits, and liqueurs;

(34) tobacco, raw, or manufactures; smokers' articles; matches.

Service Mark Classes—Section 39-15-1150(C)

(1) advertising and business;

(2) insurance and financial;

(3) construction and repair;

(4) communication;

(5) transportation and storage;

(6) material treatment;

(7) education and entertainment;

(8) miscellaneous.

State of South Carolina
Application for Registration of a Trademark or Service Mark

Part 1: Type of Application

- ☐ New mark: \$15.00 per class
☐ Renewal of existing mark: \$5.00 flat fee for application
- Check one ☐ Trademark OR ☐ Service Mark
(Trademarks/Service Marks cannot be combined on same form)

Part 2: Applicant Information and Mark

1. Name of Applicant: _____

2. Applicant's principal place of business address: _____

3. Applicant's place of business address in South Carolina, if any: _____

4. Applicant is: ☐ an individual or sole proprietor
☐ a corporation duly organized under the laws of the State of _____
☐ a limited liability company duly organized under the laws of the State of _____
☐ a partnership duly organized under the laws of the State of _____
Names of General Partners: _____
☐ other _____

Please note that the entity type must match the applicant noted in question (1). For example, applicant John Smith would be an individual or sole proprietor, while ABC Company, Inc. would be a corporation.

5. Describe the look of the mark, including any wording and/or graphics: _____

The mark described must be present on the three (3) identical specimens submitted with the application.

6. The actual goods or services in connection with which the mark is used (for example, a social club, heating repair services, perfume, BBQ sauce): _____

7. The mode or manner in which the mark is used (please see paragraphs (7) and (11) of the instructions for additional information): _____

8. The class(es) in which the goods or services fall: _____

Please make your selection of classes from the "Classes of Goods and Services" provided in the instructions. Trademark classes are listed under Section 39-15-1150(B), while service mark classes are listed under Section 39-15-1150(C).

9. The mark, with respect to the goods or services identified above, was first used by applicant or predecessor in interest as follows (include month, day, and year):

Date of first use anywhere: ____/____/____
month day year

Date of first use in South Carolina: ____/____/____
month day year

10. Has the applicant, or any predecessor in interest, ever filed an application to register this mark or portions of this mark or a composite of this mark with the United States Patent and Trademark Office? ☐ YES ☐ NO

If you answered "YES", please list the filing date, serial number and status of each application. If an application was finally refused registration or has otherwise not resulted in registration, please state the reason for this: _____

11. Please enclose three (3) original, identical specimens showing the mark as actually used in promoting the product, good or service (for example, three (3) identical brochures OR three (3) identical photos of a T-shirt). The specimens must reflect the mark as described in answer to question (5) of this application. **Letterhead, business cards, or invoices are not acceptable specimens for a trademark. Computer generated images and printer's proofs are not acceptable specimens for a trademark or a service mark.**

The following specimens are acceptable for a trademark:

- 3 identical photographs of the goods that show use of the mark on the goods; OR
- 3 tags or labels for the goods; OR
- 3 containers for the goods; OR
- 3 identical photos of a display associated with the goods.

The following specimens are acceptable for a service mark:

- 3 actual business cards or pieces of letterhead showing the mark in connection with the service; OR
- 3 identical photos of a sign; OR
- 3 original brochures about the service (including menus); OR
- 3 actual advertisements for the service (including advertisements from newspapers or magazines); OR
- 3 color print-outs of the mark used on the applicant's Website; OR
- 3 identical photographs that show the mark as used in advertising the service (example: a photograph of a billboard).

Part 3: Declaration of Ownership

Applicant herewith declares that he/she has read the above and foregoing application and knows the contents thereof and that the facts set out herein are true and correct, that the three (3) specimens of the mark submitted are true and correct, that the applicant is the owner of the mark, and that the mark is in use. Additionally, to the knowledge of the person verifying this application, no other person has registered this mark either federally or in this State, or has the right to use this mark in its identical form or in near resemblance as to be likely, when applied to the goods or services of another person, to cause confusion or to cause mistake or to deceive.

Do not complete the "Declaration of Ownership" until you are in the presence of a notary public. Please note that the "Notary" date and the "Signature" date must be the same; if not, the application will be rejected.

Sworn to and subscribed before me

this _____ day of _____, 20_____.

Signature of Notary

Notary Public of State of _____

My Commission Expires: _____

Signature of Applicant

Printed Name of Applicant

Title

Telephone Number

Date

NOTE: THE ACCEPTANCE OF A TRADEMARK OR SERVICE MARK FOR REGISTRATION BY THE OFFICE OF THE SECRETARY OF STATE PROVIDES THE OWNER WITH A RIGHT TO USE SUCH MARK IN THE STATE OF SOUTH CAROLINA ON THE GOODS AND SERVICES IDENTIFIED IN THE REGISTRATION APPLICATION. HOWEVER, THE OFFICE OF THE SECRETARY OF STATE IS NOT REQUIRED TO SEARCH OTHER STATE OR FEDERAL REGISTRATIONS, INTERNET DOMAIN NAMES OR OTHER COMMON LAW (UNREGISTERED) USERS; THEREFORE, RIGHTS GRANTED BY THIS REGISTRATION MAY BE AFFECTED OR PREEMPTED BY PRIOR USE OR OTHER REGISTRATION OF THE MARK.

Please mail your completed application, specimens and payment to: **South Carolina Secretary of State's Office**
Attn: Trademarks Division
1205 Pendleton Street, Suite 525
Columbia, SC 29201

PY17/PY18 - YOUTH COMMITTEE OUTREACH COMMITTEE

Please verify if you are willing or able to participate on this committee.

- ❖ Crystal Noble
- ❖ Tim Mays
- ❖ Rick Murphy
- ❖ Sharon Crite
- ❖ Kristi King Brock
- ❖ Robert Halfacre

2015

YOUTH

COMMITTEE

STRATEGIC

PLAN

PY 16 DATA

Strategic Plan Table 1: Reduce Fragmentation in the Youth Workforce Development System

Critical Issue	Goal	Objective	Strategy	Action Plan	Subcommittee
Service providers are working in silos, creating fragmentation within the workforce development system.	<u>Integrate</u> workforce development systems, processes and networks.	Enhance both the service mapping database (211) and the personal provider-to-provider communication network by <u>identifying</u> and <u>connecting</u> workforce service providers, educators, faith based organizations (FBOs), service organizations, and other groups actively engaged in workforce development.	Further develop resource inventory	<ul style="list-style-type: none"> Identify youth partners in AOP (Anderson-Oconee-Pickens) Develop a resource/partner "roadmap" matrix or collaborate/partner with Tri-County Tech on their new roadmap template Regularly update the existing 211 database, ASA book of services Review/research www.indyserves.com website and templates Youth provider to educate families of available resources in tri-county area. Communicate the need for youth providers to partner with organizations who serve at-risk youth in the tri-county area – On Going Advocate/solicit partner involvement, including: <ul style="list-style-type: none"> Local church time/talent banks Civic/Service Organizations Retiree Groups Others TBD On-Going 	Service Integration
			Collect/Input service map data	Youth Provider (PYC) to track all information in the Effort to Outcome (ETO) system – On-Going	
			Disseminate the product	<ul style="list-style-type: none"> Market service mapping resource 2-1-1 by utilizing and promoting whenever possible serving the three county area (AOP). Continue to improve methods for informing partners about database On Going 	
			Identify/Address gaps in community services	<ul style="list-style-type: none"> Youth Council (YC) to go through formal gap analysis exercise with a third party facilitator. Facilitated by COG Staff and completed on 4/22/16. Disseminate to Youth Council, WIB, service providers and partners – On-Going 	
			The Youth Provider will collaborate and/or partner with existing community, service, or resource fair(s) in the AOP community.	<ul style="list-style-type: none"> YC members are to assist in making WorkLink Staff and/or Youth Provider aware of any community, service, or resource fair(s) in the AOP area. 	

Strategic Plan Table 2: Combating Soft Skill, Basic Skill and Work Ethic Challenges

Critical Issues	Goal	Objective	Strategy	Action Plan	Subcommittee
<ol style="list-style-type: none"> Shortage of work ethic, soft skills, and basic skills Earlier intervention among youth is needed to get ahead of the issue effectively 	<p>Improve the general work ethic, soft skills and basic skills of the tri-county area youth workforce</p>	<p>Improve the community's perception of general work readiness and work ethic of our youth by 10-25%</p>	<p>Monitor and evaluate progress of general <i>work readiness/ethic</i> perception in the tri-county area.</p>	<p>Survey businesses to determine increase in work readiness/soft skills of youth by comparing perceptions to the 06/30/14 baseline.</p>	<p>Work Readiness</p>
		<p>Improve awareness and implementation of WorkKeys as a way to combat the issue</p>	<p>Work with One Stop Operations Committee to bolster awareness/implementation of WorkKeys</p>	<ul style="list-style-type: none"> See action plans of WDB Continue to coordinate administration and outreach through local One Stops and other WorkKeys administrators in the system (school districts, adult ed centers, tech colleges, etc.). 	
		<p>Enhance existing training for soft skill, basic skill and work ethic development throughout the youth service provider network.</p>	<p>Strengthen the existing curricula and training foundation for teaching work ethic and soft/basic skills.</p>	<p>Utilize the Learning Express-Workforce Skills for 21st Century Success software program as the foundation and methodology for addressing general work readiness challenges.</p>	

Strategic Plan Table 3: The Need of More Workers to have Industry Recognized Credentials

Critical Issue	Goal	Objective	Strategy	Action Plan	Subcommittee
Too many workers lack the technical qualifications necessary to meet the demands of modern business and industry.	Bridge the current credentials gap between the workforce and business/industry job requirements.	Increase the number of youth participants who earn industry-recognized credentials and degrees, including WorkKeys testing, high school diplomas, GEDs and postsecondary certifications.	Increase communication, coordination, and collective outreach between providers serving under the Workforce Innovation and Opportunity Act as well as other educational resources in the tri-county area.	<ul style="list-style-type: none"> See Action Plans of WDB Committees for outreach and implementation action items. Using Youth Provider dashboard data along with WIOA Youth Performance Quarterly Report as outlined by DOL/SCDEW. The goal is to meet and/or exceed (Credential Attainment Rate) WIOA Youth Performance Measures. Consult with WorkLink WIOA Performance & Reporting Specialist and/or SCDEW for WIOA Youth Performance Guidance. 	Work Readiness

Strategic Plan 4: Increasing Work-Based Learning and General Employer Engagement in the WF Development System

Critical Issue	Goal	Objective	Strategy	Action Plan	Subcommittee
<ul style="list-style-type: none"> Increasing system-wide coordination and interaction between workforce development partners, business/industry, and the education system. 	<p>Continue aggressive outreach with employers utilizing the Workforce Development System and Services.</p>	<p>Increase the number of employers who participate in work-based learning opportunities in the region.</p>	<ul style="list-style-type: none"> Educate employers about work-based learning opportunities through increased speaking engagements and other outreach events 	<ul style="list-style-type: none"> The youth workforce service provider is to execute at least 100 interactions per year with workforce development partners, business/industry, and education. From this effort, at least 10 business interactions/involvements per year are to be established. In industry outreach events, showcase area success stories about veterans, persons with disabilities and youth who have successfully utilized work-based training to the benefit of themselves and of participating companies. 	<p>Work Readiness</p>
		<p>Increase opportunities for veterans, persons with disabilities, and youth through promotion of apprenticeships, and other work-based learning programs.</p>	<ul style="list-style-type: none"> Increase number of outreach events and speaking engagements which can educate industry about the benefits of work-based learning for veterans, persons with disabilities and youth. 		

GOAL#1

Community Resources

2533

Calls

3289

Referrals Made

Food Insecurity

10617

Calls

Access to Healthcare

31358

Calls

Central Appointment Center

29254

Local Health Clinic Appointments Made

WIC	14920
Immunizations	1170
Preventive Health	10531
Other	2633

TOP 20 CALLER NEEDS

Access to Healthcare	31358	Transitional Housing/Shelter	69
Central Appointment Line	29254	Immunizations	65
Food Insecurity	10617	Utility Service Payment Assistance	50
WIC	339	Sexually Transmitted Disease Screening	41
VITA Program Sites	187	Community Clinics	38
Electric Service Payment Assistance	140	Low Income/Subsidized Private Rental Housing	37
Public Clinics	127	Homeless Shelter	36
Rent Payment Assistance	121	Emergency Shelter	33
Family Planning	112	Community Shelters	31
Food Pantries	108	Prescription Expense Assistance	31

Caller Demographics & Locations *

**Due to the way demographics are collected, these figures are for Community Resource Calls only*

Gender

Female	1616
Male	600
Not Provided	317
TOTAL	2533

Age Range

0-17	11
18-39	595
40-59	757
60+	572
Not Provided	598
TOTAL	2533

Ethnicity

White/Caucasian	1113
African American	653
Other	94
Not Provided	673
TOTAL	2533

Caller City

Anderson	1560
Belton	225
Pendleton	182
Other	566
TOTAL	2533

Caller County

Anderson	2533
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TOP 20 PROVIDERS REFERRED

(Represents 72.2% of All Referrals Made))

DHEC Centralized Scheduling Call Center	389	Internal Revenue Service	75
South Carolina Department of Health and Environmental Control - Anderson County Health Department	292	South Carolina Department of Health and Human Services	61
Salvation Army - Anderson	283	UHC-SHARE Homeless Services	58
UHC-AIM-Anderson Interfaith Ministries	259	Homes of Hope	37
Sunbelt Human Advancement Resources - Anderson County Community Services Office	238	South Carolina Appalachian Council of Governments' Area Agency on Aging	35
(2-1-1) AIM Anderson Interfaith Ministry	152	Anderson Free Clinic	32
Catholic Charities of the Piedmont Deanery	88	UHC-Our Daily Rest	32
US Department of the Treasury - Internal Revenue Service	88	UHC-Salvation Army of Greenville County	30
Good Neighbor Cupboard	86	South Carolina Housing Search	28
UHC-United Housing Connections	86	Crisis Cleanup	25

Community Resources

1526

Calls

2131

Referrals Made

Food Insecurity

2779

Calls

Access to Healthcare

7180

Calls

Central Appointment Center

7518

Local Health Clinic Appointments Made

WIC	3684
Immunizations	451
Preventive Health	2556
Other	827

TOP 20 CALLER NEEDS

(Represents 18271 Needs Identified)

Central Appointment Center	7518	Utility Deposit Assistance	39
Access To Healthcare	7180	Transitional Housing/Shelter	36
Food Insecurity	2779	Water Service Payment Assistance	32
Electric Service Payment Assistance	156	Low Income/Subsidized Private Rental Housing	29
Rent Payment Assistance	89	Emergency Shelter	28
Food Pantries	73	Rental Deposit Assistance	26
WIC	62	Family Planning	25
Aging and Disability Resource Centers	44	General Clothing Provision	25
Home Rehabilitation Programs	44	Public Clinics	23
VITA Program Sites	42	Homeless Shelter	21

Caller Demographics & Locations *

**Due to the way demographics are collected, these figures are for Community Resource Calls only*

Gender

Female	961
Male	297
Not Provided	268
TOTAL	1526

Age Range

0-17	2
18-39	395
40-59	388
60+	257
Not Provided	484
TOTAL	1526

Ethnicity

White/Caucasian	760
African American	201
Other	44
Not Provided	521
TOTAL	1526

Caller City

Seneca	873
Westminster	255
Walhalla	205
Other	193
TOTAL	1526

Caller County

Oconee	1526
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TOP 20 PROVIDERS REFERRED

(Represents 66.7% of All Referrals Made))

Oconee Presbyterian Service Fund	323	Golden Corner Ministries Food Bank	47
Sunbelt Human Advancement Resources - Oconee County Community Services Office	204	(2-1-1) AIM Anderson Interfaith Ministry	40
Salvation Army of Oconee County	110	Anderson County Rural Development, USDA	36
Catholic Charities of the Piedmont Deanery	77	SCDHEC - Seneca Public Health Office	35
DHEC Centralized Scheduling Call Center	71	UHC-Our Daily Rest	34
UHC-United Housing Connections	69	South Carolina Regional Housing Authority - Oconee	31
UHC-AIM-Anderson Interfaith Ministries	65	South Carolina Department of Health and Human Services	30
We Care Community Service Center	59	Country Santa	29
South Carolina Appalachian Council of Governments' Area Agency on Aging	53	SCDHEC - Oconee County Health Department	28
St. Mark's United Methodist Church	52	UHC-SHARE Homeless Services	28

Community Resources

3515

Calls

3573

Referrals Made

Food Insecurity

2310

Calls

Access to Healthcare

6580

Calls

Central Appointment Center

8106

Local Health Clinic Appointments Made

WIC	4134
Immunizations	399
Preventive Health	2756
Other	817

TOP 20 CALLER NEEDS

(Represents 18310 Needs Identified)

Central Appointment Center	8106	Public Clinics	55
Access to Healthcare	6580	Aging and Disability Resource Centers	46
Food Insecurity	2310	Family Planning	45
Electric Service Payment Assistance	227	Low Income/Subsidized Private Rental Housing	44
VITA Program Sites	197	Transitional Housing/Shelter	44
Food Pantries	140	Water Service Payment Assistance	40
Rent Payment Assistance	125	Low Income/Subsidized Rental Housing	36
WIC	108	Homeless Shelter	32
Home Rehabilitation Programs	58	Utility Deposit Assistance	32
Immunizations	55	Housing Search and Information	30

Caller Demographics & Locations *

**Due to the way demographics are collected, these figures are for Community Resource Calls only*

Gender

Female	2080
Male	829
Not Provided	606
TOTAL	3515

Age Range

0-17	9
18-39	842
40-59	890
60+	686
Not Provided	1088
TOTAL	3515

Ethnicity

White/Caucasian	1808
African American	454
Other	136
Not Provided	1117
TOTAL	3515

Caller City

Easley	1846
Pickens	629
Liberty	421
Other	619
TOTAL	3515

Caller County

Pickens	3515
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TOP 20 PROVIDERS REFERRED

(Represents 69.4% of All Referrals Made)

Salvation Army of Pickens County	451	UHC-United Housing Connections	80
United Christian Ministries	431	Easley Housing Authority	74
DHEC Centralized Scheduling Call Center	181	5 Point Church Food Pantry	67
United Way of Pickens County	176	Gleaning House Ministries	66
Catholic Charities of the Piedmont Deanery	140	South Carolina Legal Services - Greenville Office	58
Pickens Presbyterian Church	126	South Carolina Housing Search	50
Sunbelt Human Advancement Resources - Pickens County Community Services Office	119	Country Santa	49
South Carolina Department of Health and Environmental Control - Pickens County	108	South Carolina Department of Health and Human Services	48
South Carolina Appalachian Council of Governments' Area Agency on Aging	89	South Carolina State Housing Finance and Development Authority	43
UHC-SHARE Homeless Services	83	Samaritan Health Clinic of Pickens County	42

YOUTH STRATEGIC PLAN-GOAL #1

PY 16 Service Fairs

Service Fairs PY 16

Agency	Date	County
Benefit Bank Fair	8/2/2016	AOP
Anderson Econ Development Team	8/15/2016	Anderson
Worklink Business Integration Team	9/9/2016	AOP
A-O-P Shpwcase	9/28/2016	AOP
School Behavior Health Research Forum	10/14/2016	AOP
AIM Hats off to Women	10/20/2016	Anderson
Clemson Life	10/21/2016	AOP
Oconee Business Service Association	12/13/2016	Oconee
TCTC CCE Job Fair	1/6/2017	AOP
Homeless Coalition	1/12/2017	AOP
ASD 2 & 3 Instructional Fair	1/17/2017	Anderson
The Dream Center	1/26/2017	Pickens
Dream Center Community Service Fair	1/26/2017	Pickens
ASD Seniors Job Fair (Anderson Mall)	2/21/2017	Anderson
Empowering a Future Transition Confere	3/10/2017	AOP
Worklink Job Fair at TCTC	3/21/2017	AOP
Anderson 3,4,5 Job Fair	4/6/2017	Anderson
Anderson United Way Vision Council	4/12/2017	Anderson
Transition Family Forum	5/2/2017	Oconee

GOAL#2

WORKLINK WORK READINESS TOOL FOR THE WIOA PROGRAM

Worksite Location:		Work Experience Training Evaluation			
Participant Name:		Worksite:			
Participant Job Title:		Worksite Supervisor/Reviewer:			
Start Date:		Review Date #1:		Review Date #2:	
FOUNDATION SKILL	PERFORMANCE EXPECTATIONS	Performance Improvement Plan Needed (1)	Needs Development (2)	Proficient (3)	Exemplary (4)
See page 3 for more detailed grading descriptions					
ATTENDANCE	Understanding work expectations for attendance and adhering to them. Notifying supervisor in advance in case of absence.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PUNCTUALITY	Understanding work expectations for punctuality. Arriving on time for work, taking and returning from breaks on time, and calling supervisor prior to being late.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
WORKPLACE APPEARANCE	Dressing appropriately for position and duties. Practicing personal hygiene appropriate for position and duties.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TAKING INITIATIVE	Participating fully in task or project from initiation to completion. Initiating interaction with supervisor for next task upon completion of previous one.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
QUALITY OF WORK	Giving best effort, evaluating own work, and utilizing feedback to improve work performance. Striving to meet quality standards.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
COMMUNICATION SKILLS	Speaking clearly and communicating effectively – verbally and non-verbally. Listening attentively. Using language appropriate for work environment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RESPONSE TO SUPERVISION	Accepting direction, feedback, and constructive criticism with positive attitude and using information to improve work performance.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TEAMWORK	Relating positively with co-workers. Working productively with individuals and teams. Respecting diversity in race, gender, and culture.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PROBLEM-SOLVING/ CRITICAL-THINKING	Exercising sound reasoning and analytical thinking. Using knowledge and information from job to solve workplace problems.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
WORKPLACE CULTURE POLICY AND SAFETY	Demonstrating understanding of workplace culture and policy. Complying with health and safety rules. Exhibiting integrity and honesty.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Would you hire this person?	Comment:				
Youth Provider:					
Grant Period:					
<i>Employers may add as many or few additional skills as they see fit based on the position.</i>	TOTAL SCORE _____ (add 4-box total; average score = total/# of skills)	# checked X 1 Total: _____	# checked X 2 Total: _____	# checked X 3 Total: _____	# checked X 4 Total: _____
To meet work readiness skill attainment: (1)* employee must have an overall average score that is "proficient" (3.0) or employee must meet "proficient" standard in 80% of the total categories listed. (2) supervisor MUST verify that performance on job was satisfactory. (3) employee must not have been fired from this work experience. <i>*Examples: If there are 10 skill categories, participant must have a minimum score of 30 (3 x 10) out of a possible 40 or be proficient in at least 8 of the 10 categories. If an employer chose 15 skills to measure, participants would need minimum score of 45 (3 X15) out of a possible 60 or be proficient in at least 12 of the 15 categories.</i>		Employee had satisfactory work performance and has met minimum total score: Employer Signature: _____ Employee Signature: _____ Date: _____ (see page 2 for comments)			

Employer Initials:

TIPS FOR IMPLEMENTING WORK READINESS TOOL

Occupation/Technical Skills	Academic Skills	Leadership Skills	Business Skills
<ul style="list-style-type: none"> – Occupation-specific skills – Industry-sector skills – Industry-wide skills – Understanding all aspects of an industry 	<ul style="list-style-type: none"> – Written communication – Reading and reviewing – Mathematics and data analysis – STEM: science, technology, engineering, and mathematics – Basic computer skills 	<ul style="list-style-type: none"> – Leadership – Creative thinking/innovation – Project management – Teaching and instructing 	<ul style="list-style-type: none"> – Customer service skills – Telephone skills – Planning and organizing – Scheduling & coordinating – Using computer applications

Sources: Tool content and design is based on three general sources encompassing public study, private research, and practical local application.

(1) US Dept. of Labor – ETA's " Building Blocks for Competency Models" http://www.careeronestop.org/CompetencyModel/pyramid_definition.aspx
 (2) Employer research collaboration of The Conference Board, Partnership for 21st Century Skills, Corporate Voices, & Society for HR Management includes online-accessible reports: "New Graduates' Workforce Readiness", "Are They Really Ready to Work?", and "The Ill-Prepared US Workforce".
 (3) Sample tool design is based most closely on the Massachusetts Work-Based Learning Plan (<http://www.skillslibrary.com/wbl.htm>). The Seattle King County's Learning and Employability Profile, and other tools from the 2009 Summer Youth Employment Initiative under the American Recovery and Reinvestment Act were also utilized. For more info, see: "Tips on Measuring Work Readiness"
www.workforce3one.org/view/5000910643776065645/info

EVALUATION GRADING SCALE

ATTENDANCE

Perf. Improvement Plan Needed	Needs Development	Proficient	Exemplary
Excessive absences consistently impact work performance. Additional training is needed.	Below 90% attendance, but participant seeks out opportunities to make up missed work.	Maintains 90% attendance and notifies supervisor ahead of time prior to absence.	100% attendance or missed one day with valid reason that did not occur during first two weeks.

PUNCTUALITY

Perf. Improvement Plan Needed	Needs Development	Proficient	Exemplary
Excessive lateness consistently impacts work performance. Additional training is needed.	Inconsistent in arriving to work, returning from breaks on time, and calling supervisor prior to lateness.	Arrives to work & returns from breaks on time with rare exception. If late, calls supervisor ahead of time.	Perfect or near perfect in arriving for work and returning from breaks on time. Model for other workers.

WORKPLACE APPEARANCE

Perf. Improvement Plan Needed	Needs Development	Proficient	Exemplary
Has not yet demonstrated appropriate appearance and/or personal hygiene for position and duties.	Inconsistent in demonstrating appropriate appearance and/or personal hygiene for workplace.	Dresses appropriately and practices hygiene for position and duties with rare exception.	Consistent display of professional appearance and hygiene serves as a model for other workers.

TAKING INITIATIVE

Perf. Improvement Plan Needed	Needs Development	Proficient	Exemplary
Reluctant to begin tasks without significant staff intervention. Needs frequent reminders. Additional training may be needed.	Inconsistently begins or remains on task. Needs occasional prompting. Often satisfied with bare minimum performance.	Begins and remains on task until completion with rare exception. Can work independently. Initiates interaction for next task.	Consistently begins/remains on task until completion, and initiates interaction for next task. Can work independently, and leads others.

QUALITY OF WORK

Perf. Improvement Plan Needed	Needs Development	Proficient	Exemplary
Has not yet given best effort. Rarely evaluates work and utilizes feedback. Completes work inconsistently. Additional training may be needed.	Uneven work quality. Sometimes evaluates own work and utilizes feedback, but inconsistent in meeting quality standards.	Quality of work meets expectations. Evaluates own work, and utilizes employer feedback to improve performance.	Quality of work often exceeds expectations. Consistently gives best effort. Evaluates own work and utilizes employer feedback.

COMMUNICATION SKILLS

Perf. Improvement Plan Needed	Needs Development	Proficient	Exemplary
Seldom speaks clearly or listens attentively. Repeatedly uses inappropriate language for the workplace. May need additional training and support.	Inconsistent in communicating in manner and language appropriate for workplace. Inconsistent in effort to speak clearly or listen attentively.	Demonstrates positive oral and non-verbal communication with rare exception. Listens attentively and uses language appropriate for workplace.	Consistently demonstrates positive oral/non-verbal communication skills. Speaks clearly and listens attentively. Can effectively present to a group if needed.

RESPONSE TO SUPERVISION

Perf. Improvement Plan Needed	Needs Development	Proficient	Exemplary
Reluctant to accept feedback and constructive criticism from supervisor. Responds with poor verbal or non-verbal communication. Additional training may be necessary.	Inconsistent in accepting direction, feedback, and constructive criticism from supervisor. Shows potential for improvement.	Accepts direction and constructive criticism with positive attitude with rare exception. Uses feedback to improve work performance.	Consistently accepts direction and constructive criticism with positive attitude. Uses feedback to improve work performance, and provides new and useful ideas to employer.

TEAMWORK

Perf. Improvement Plan Needed	Needs Development	Proficient	Exemplary
Has not yet demonstrated appropriate group behaviors. Improvement needed in treating others with respect. Rarely contributes to group efforts. Additional training may be necessary.	Inconsistent in promoting positive group behaviors amongst coworkers, and in contributing to group efforts. Shows potential for improvement.	Works well with co-workers, is respectful, and contributes to group efforts with rare exception. Respects diversity within the workplace.	Consistently facilitates positive group dynamics. Demonstrates leadership that plays a significant role in success of group efforts. Promotes larger group unity.

PROBLEM-SOLVING/CRITICAL THINKING

Perf. Improvement Plan Needed	Needs Development	Proficient	Exemplary
Makes little or no effort to use knowledge learned from the job to solve workplace problems.	Inconsistent in using sound reasoning to solve work problems. Shows potential for improvement.	Uses sound reasoning, and job knowledge to solve workplace problems. Shows initiative in improving skills.	Consistently applies sound reasoning to solve work problems. Identifies potential problems before they can occur.

WORKPLACE CULTURE, POLICY AND SAFETY

Perf. Improvement Plan Needed	Needs Development	Proficient	Exemplary
Has not demonstrated understanding of workplace policies/ethics. Has not completed applicable training on workplace.	Inconsistent in demonstrating understanding of workplace culture, policies, and safety rules	Demonstrates understanding of workplace policies. Completed safety training if applicable, and adheres to rules. Exhibits honesty and integrity.	Shows clear understanding of work policies and safety rules. Exhibits honesty and integrity. Has completed applicable safety trainings and has led coworkers.

GENERAL KEY

Perf. Improvement Plan Needed	Needs Development	Proficient	Exemplary
Is not yet demonstrating the skills required for the position and needs to have a formal plan for improving skills. May need additional training.	Inconsistent in demonstrating and developing skills for the position, but development is needed.	Demonstrates the skills required for the position with rare exception, and shows initiative in improving skills.	Consistently demonstrates skills required for the position. Often exceeds expectations and has emerged as leader that improves overall team.

This general key is adaptable for employers to copy, paste in boxes on page 1, and modify accordingly for job-specific skills.

Palmetto Youth Connections PY 16 7/1/16-6/30/17

Work-Readiness Basic/Soft Skills

Basic/Soft Skills Score:

1 2 3 4

ATTENDANCE 3 4 9 15

PUNCTUALITY 1 10 6 14

WORKPLACE APPEARANCE 2 16 13

INITIATIVE 2 16 13

QUALITY OF WORK 2 14 15

COMMUNICATION SKILLS 5 15 11

RESPONSE TO SUPERVISOR 3 12 16

TEAMWORK 2 13 16

PROBLEM SOLVING/CRITICAL THINKING 2 17 12

WORKPLACE CULTURE POLICY AND SAFETY 2 11 18

WOULD YOU HIRE THIS PERSON? YES 22

WOULD YOU HIRE THIS PERSON? NO 07

NO RESPONSE (NR) 02

**PY 16
Goal Met
= 24.73%**

Mandate Work Base-Learning 20% Expenditure

Data Collected from WorkLink Work Readiness

Tool for WIOA Work Experience Training Opportunity

Completed by 16 Employers for 31 participants.

Satisfactory Work Performance = Score of 3.0

GOAL#3 DASH BOARD PYC STAFF WILL PROVIDE

GOAL#4

**Youth Strategic Plan Goal #4
Work Experience Business Contacts**

Business Name	Verbally Agreed	Application	Job Descript	Safety/Inspect	Approved	# Req	#placed
Oconee							
Walhalla Library	Yes						1
Westminster Library	yes						1
Salem Library	No						
Humane Society	Yes	yes	yes	yes	yes	1	2
Humane Society (Data Entry)	Yes	yes	yes	yes	yes	1	2
United Way	Yes					1	
Oconee Adult Ed	yes					1	
Seneca Library	yes	yes	yes	yes	yes	2	2
Heath's Haven	yes	yes	yes	yes	yes	1	1
Oconee Machine and Tool	Maybe		yes				
Fairplay Wilderness Way Thrift	yes	yes	yes			1	
Westminster Wilderness Way	yes	yes	yes			1	
West Union Wilderness Way	yes	yes	yes			1	
Anderson District 1 & 2							
HOR- Williamston	Yes	yes	yes	yes	yes	2	
HOR- Belton	yes	yes	yes	yes	yes	2	
HOR- Honea Path	Yes	yes	yes	yes	yes	2	3
Pelzer Adult Ed	yes						
Design Depot	yes	yes	yes	yes	yes	1	1
West Pelzer Town Hall	yes	yes	yes	yes	yes	1	1
West Pelzer Public Works	yes		yes			2	
Pelzer Food Bank	yes					1	
Pelzer City Hall	Maybe						
Williamston Library	no						
Anderson District 5							
Adult Ed	Yes	Yes	yes	yes	yes	1	
Andeson Library	yes	yes	yes	yes	yes	1	1
Caris Health	Yes	yes	yes	yes	yes	2	5
Planet Comics	yes	yes	yes	yes	yes	1	
Westside Community Center	Yes						
Djefferson& Associates	Yes	yes	yes	yes	yes	1	
HOR- S Main	Yes	yes	yes	yes	yes	2	
HOR- Miracle Mile	Yes	yes	yes	yes	yes	2	3
HOR- Orr St	No						
United Way	Yes	Yes	YES	YES	YES	1	
Mergon	Yes	Yes	yes	yes	yes	1	

**Youth Strategic Plan Goal #4
Work Experience Business Contacts**

Upstate Printing	yes	yes	yes	yes	yes	yes	yes	yes	yes	1	1
Anderson Wilderness Way	yes	yes	yes	yes	yes	yes	yes	yes	yes	2	
Anderson PAWS	yes	yes	yes	yes	yes	yes	yes	yes	yes	1	
Alston Wilkes Society	Yes	yes	yes	yes	yes	yes	yes	yes	yes	1	
S. Main Mercy Center	Maybe										
Hill Electric	Maybe										
Lakeside Chiropractic	Maybe										
Upper Cervical Care	Maybe										
AC Sheiff's Office	Maybe										
Pendleton Library	Maybe										
Anderson Habitat for Humanity	Maybe										
PICKENS											
Steven Rice Allstate	Yes	yes	yes	yes	yes	yes	yes	yes	yes	1	3
Clemson Rec	Maybe										
Easley Habitat for Humanity	yes	yes	yes	yes	yes	yes	yes	yes	yes	2	1
Adult Ed	yes	yes	yes	yes	yes	yes	yes	yes	yes	1	2
Helping Hands Thrift Store	Yes	yes	yes	yes	yes	yes	yes	yes	yes	1	
Pickens County DSS	yes	yes	yes	yes	yes	yes	yes	yes	yes	1	1
Open Arms Thrift Store	yes	yes	yes	yes	yes	yes	yes	yes	yes	1	3
Liberty Wilderness Way	yes	yes	yes	yes	yes	yes	yes	yes	yes	1	
Pickens Alston Wilkes	yes	yes	yes	yes	yes	yes	yes	yes	yes	1	
Dream Center	No										
Dream Center Thrift Store	No										
Salvation Army	Maybe										
Picken Humane Society	No										
Central Library	No										
Kimberly Clark Library	No										
Central City Hall	No										
Pickens Library	No										
Liberty Library	No										

Total Businesses Contacted= 63 New Businesses Contacted=5



2018 Youth Committee Meeting Schedule

Committee	Meeting Dates				
	January	March	May	August	October
Youth Committee	23	6	1	7	2

Youth Committee – Meetings will be held at 11:00 am at Clemson Area Chamber, 1105 Tiger Blvd., Clemson, SC.
Staff Liaison: Sharon Crite, Youth Services Manager/Education Outreach, scrite@worklinkweb.com, 864-646-1828.

**2015 Youth Strategic Plan
 Sub-Committees**

1. We are asking all Youth Committee Members to serve on one of the sub-committees listed below.
 1. **Service Integration**
 2. **Work Readiness**
 3. **Education/Career Pathways**
2. We are also seeking your input on potential contacts in the three county area who would bring expertise to the above sub-committee(s). Please provide contact information of individual and the area that would benefit from their specific knowledge to Sharon Crite, Youth Services Manager/Education Outreach.

Name	Youth Strategic Plan Sub-Committee
Kristi King-Brock Anderson Interfaith Ministries Director	Service Integration
Crystal Noble Greenville County DJJ Director	Service Integration
Elaine Bailey Retired	Service Integration
Ray Farley Alliance Pickens Economic Director	Service Integration
Robert Halfacre Carolina Alliance Bank Senior Vice President Commercial Banking Officer	Service Integration
Karen Craven Work Readiness Chair Palmetto Youth Connections Youth Service Provider	Work Readiness
Berdina Hill Anderson SC Vocational Rehabilitation	Work Readiness
Amy Bradshaw Anderson County DJJ Director	Work Readiness

Name	Youth Strategic Plan Sub-Committee
Tim Mays Oconee Blue Ridge Electric Coop.	Work Readiness
? Anderson Business Representative	Work Readiness
Jason Duncan Oconee Machine & Tool Business Representative	Work Readiness
? Pickens Business Representative	Work Readiness
Rick Murphy Tri County Regional Education Center (AOP)	Education/Career Pathway
Melisa Rosier Oconee County School District	Education/Career Pathway
? Anderson County Representative	Education/Career Pathway
Gene Williams Oconee County Adult Education Director	Education/Career Pathway
? School District of Pickens County	Education/Career Pathway
Sharon Crite WorkLink Youth Services Manager/Education Outreach	Serve on all Committees

2018 YOUTH RFP EVENTS & DATES

➤ **Proposed Timeline (Actually as it would appear in the Youth RFP:**

Note: (#8) would be excluded.

1.	Grant Application (Youth RFP) Issued/Released	(WE) Feb. 28, 2018
2.	Bidder's Conference	(FR) Mar. 23, 2018
3.	Deadline for Receipt of Formal Applications by WorkLink WIB	(WE) Apr. 11, 2018
4.	Formal Review Process of Application Begins	(FR) Apr. 13, 2018
5.	Written Notification to Successful Bidders	(TH) May. 03, 2018
6.	Youth Contract Negotiations Begin	(TU) May. 08, 2018
7.	Youth Contract Issued	(TH) Jun. 14, 2018
8.	Compliance Documents Due (Internal)	(TH) Jun. 28, 2018
9.	Program Year 2018 Youth Contract Begin	(SU) Jul. 01, 2018