



*Appendix K:  
Statewide  
Activity  
Funds*



**Workforce Investment Act: Statewide Activities – Alternative Funding  
Statement of Work**

The Deep East Texas Workforce Development Area will use the Workforce Investment Act (WIA) Statewide Activities Alternative Funding for the following activities:

<b>Required Activities: Assisting in the establishment and operation of a One-Stop Service Delivery system</b>	
<p>A. Develop a continuous improvement plan based on Malcolm Baldrige criteria. Research and implement, as appropriate, attainment of workforce development professional certifications for interested, qualified workforce center and Board staff <i>(Also addresses Allowable Activity 1)</i></p> <p>Goals: A simple but effective, written continuous improvement plan. Development and retention of knowledgeable, professional staff. Planned number to attain a certification: 12</p> <p>Timeline: January 2003-July 2003</p>	\$20,000
<p>B. Attainment of Labor Market Information Analyst Certifications through America’s Labor Market Information System (ALMIS) by two Board staff and attainment of the basic certification by the Executive Director <i>(Also addresses Allowable Activity 1)</i></p> <p>Goal: Educated, informed staff who can interpret and present the local impact of labor market and economic information produced by State and Federal sources.</p> <p>Timeline: January 2003-February 2004</p>	\$ 2,000
<p>C. Develop and produce local labor market information products and presentation materials for presentations to economic development, business, and civic organizations. Fund a summit meeting of WDA economic development, chambers of commerce, and education leadership. Fund employer focus group meetings. <i>(Also addresses Allowable Activities 1 and 2)</i></p> <p>Goal: A stronger link between the Texas Workforce Network and economic development and business.</p> <p>Timeline: November 2002-February 2004</p>	\$ 2,000
<p>D. Fund additional training opportunities for WIA eligible Adults</p> <p>Goal: Increase the number of WIA adults to be trained by 10.</p> <p>Timeline: January 2004 - May 2004</p>	\$30,000
<p>E. Provide additional computers and furnishings in the Workforce Centers.</p>	\$25,000

<p>Goal: To have sufficient computers and furnishing for the centers due to increased traffic by replacing 14 Windows 95 computers in the workforce centers.</p> <p>Timeline: January 2004 – May 2004</p>	
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<p><b>Allowable Activity #3: Implementation of Innovative Incumbent Worker Training Programs</b></p>	
<p>Incumbent worker training. Pending Board approval, the health care industry will be targeted to increase the supply of vocational and registered nurses.</p> <p>Number to be trained: 60</p> <p>Timeline: January 2003-February 2004</p>	<p>\$185,055</p>

<p><b>Allowable Activity #7: Development and Implementation of Skill Assessment Tools</b></p>	
<p>Evaluate the current workforce center assessment system and research skill assessment tools. <i>(Also addresses Allowable Activity 2)</i></p> <p>Product to be obtained: Self-assessment and comprehensive assessment systems that will help clients to make informed career choices in today’s job market and will have the potential to be a fee-for-profit service for employers</p> <p>Timeline: January 2003-August 2003</p>	<p>\$3,000</p>

Following is the anticipated cumulative expenditure timeline:

Quarter ending December 2002	\$800
Quarter ending March 2003	\$30,750
Quarter ending June 2003	\$81,150
Quarter ending September 2003	\$148,050
Quarter ending December 2003	\$206,950
<b>May 31, 2004</b>	<b>\$267,055</b>

**Services/Activities Plan Attachment to Appendix K**

**DEEP EAST TEXAS WDB**

<b>Proposed Services/Activities (see Section 5 - Activities and Performance Measures, Attachment A of the Statewide Activity - Alternative Funding contract)</b>	<b>Performance Outcome Measure</b>	<b>Start Date</b>	<b>Completion Date</b>	<b>Number of Participants Served</b>	<b>Budgeted Amount (for each proposed service/activities)</b>
Develop a continuous improvement plan based on Malcolm Baldrige criteria. Research and implement, as appropriate, attainment of workforce development professional certifications for interested, qualified workforce center and Board staff	Development and retention of knowledgeable, professional staff by the certification of 12 staff members	January 2003	July 2003	N/A	\$20,000
Attainment of Labor Market Information Analyst Certifications through America's Labor Market Information System (ALMIS) by two Board staff and attainment of the basic certification by the Executive Director	Two Board staff who can interpret and present the local impact of labor market and economic information produced by State and Federal sources.	January 2003	May 2004	N/A	\$2,000
Develop and produce local labor market information products and presentation materials for presentations to economic development, business, and civic organizations. Fund a summit meeting of WDA economic development, chambers of commerce, and education leadership. Fund employer focus group meetings.	Quarterly report on the progress of proposed activities, i.e. LMI products, summit meetings, employer focus groups, etc.	January 2003	May 2004	N/A	\$2,000
Fund additional Training Opportunities for WIA eligible Adults	Additional training for WIA eligible Adults	January 2004	May 2004	7	\$30,000

Provide additional computers and furnishings in the Workforce Centers.	To have sufficient computers and furnishing for the centers due to increased traffic.	January 2004	May 2004	N/A	\$25,000
Incumbent worker training. The health care industry will be targeted to increase the supply of trained individuals in vocational and registered nurses and other health care occupations.  Other area demand occupations may be targeted as funding permits and need exists.	Increase the number of incumbent workers receiving healthcare (vocational, registered nurse) training by 60	January 2003	May 2004	60	\$185,055
Evaluate the current workforce center assessment system and research skill assessment tools.	Quarterly report on progress toward the Self-assessment and comprehensive assessment systems that will help clients to make informed career choices in today's job market and will have the potential to be a fee-for-profit service for employers	January 2003	August 2003		\$3,000

**TOTAL**

**\$267,055**