

Partner Agency	Arapahoe County on behalf of Arapahoe/Douglas Works!	
Program(s):	Pathway Home Grant Initiative	
Address, City, State, Zip Code:	6964 S. Lima St., Centennial CO 80112	
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Please provide detailed descriptions of each of the following:

**SCOPE OF SERVICES**

The Parties shall:

- The Parties shall follow [Pathway Home Grant PGL](#) (Program Guidelines) to include the following and any proceeding PGL updates:
- Utilize Workforce Navigators to:
  - Provide continuity in services to justice-involved men and women pre- and post-release
  - Deliver pre-release services in group and individual settings, virtually and in-person that stress job preparation and career assessments, finding leads, applications, resumes, interviewing strategies
  - Conduct one on one appointments to create their Individual Development Plan (IDP) that outlines the participant's pre- and post-release strategies
  - Work with Parole and Probation Officers to ensure that IDP service delivery is supported in the context of Parole and Probation activities
  - Co-enrollment to additional programs to access braided funding if appropriate
- Provide pre-release services such as career exploration assessments, soft skills, resume writing, labor market information, and interview techniques
- Outline and develop wrap-around support services needed after release
- Provide post-release skill-building services such as pre-apprenticeships, apprenticeships, other work-based learning, and/or occupational training in in-demand industries that lead to industry-recognized credentials
- Provide one year of follow-up services
- WFC's Business Services teams will:
  - Conduct employer outreach to sector partnerships such as
  - Work through industry associations to build bridges to employment
  - Hold focused in-person or virtual hiring events for participants
  - Develop work-based learning interventions to ensure participants are gaining industry recognized skills and credentials

At a minimum, participating local areas must:

- Work towards the Pathway Home Hub Goals:
  - Ensure that the collective goal of 350 justice-involved men and women are served by the grant
  - Ensure that the collective goal of 60% Credential rate is met
  - Strive to reduce the current recidivism rate by 10%
- Arapahoe/Douglas local area agrees to track and document 171 participants by December 31, 2023
- Provide pre- and post-release services to eligible individuals guided by local Labor Market Information for in demand to career pathways
- Identify at least one person as a point of contact for this initiative. This individual, or individuals, will be expected to participate in a monthly strategy and progress meeting.

Exhibit A – Scope of Services  
Pikes Peak Workforce Center

The individual(s) should be prepared to report out regarding the local area's progress toward stated goals as outlined.

- Meet the enrollment, and expenditure goal for the local area established via the Subrecipient's Pathway Home workplan
- Maintain case files, notes and documentation in Connecting Colorado following standard WIOA program case file procedures and documentation requirements
  - PGL MIS-2017-01 [Data Integrity and the Participation Cycle for WIOA/TAA Programs](#)
- Submit separate monthly progress chart and quarterly narrative reports to their Hub Administrator using the required reporting templates provided by the state for Pathway Home. Reports shall be submitted to the Hub Administrator no later than the 10<sup>th</sup> of the following month
- Local areas are responsible for internal monitoring and oversight of all aspects of the grants and grants activities
- Follow the Worksite Monitoring Requirements Guide provided by the state

Individuals may be considered "served by the grant" via the Pathway Home criteria below:

- Found eligible for Pathway Home program as outlined in the PGL,
- Enrolled in Pathway Home in Connecting Colorado using program code **PA**, and

The Parties identified in this Agreement must use the Pathway Home funds toward placement of participants into post release skill building such as pre-apprenticeships and other work-based learning opportunities in in-demand industries and or occupational training in in-demand industries that lead industry-recognized credentials. To the extent practicable, these services may be provided through co-enrollment and leveraged resources with other WIOA and partner programs.

**Allowable Costs:** Follow Pathway Home funds usage requirements as outlined in the Pathway Home's PGL.

**Non-Allowable Costs:** Refer to Pathway Home PGLs.

Local areas agree to maintain any and all records relating to performance under this IGA and make those records available to PPWFC staff upon reasonable notice for inspection.

Local areas must expend all Pathway Home funds by December 31, 2023.

**PERIOD OF PERFORMANCE:** This IGA shall be effective on the date of execution through December 31, 2023, unless proceeding NFAs modify this period of performance.

**COORDINATION:** For the purpose of programs, the Party named below is the designated representative for project oversight and coordination.

Project Oversight & Coordination	Name: Toya Graham
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