



GRETHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY

JEFF DONOFRIO  
DIRECTOR

**OFFICIAL**  
**Policy Issuance (PI): 20-05 Change 2**

**Date:** September 24, 2020

**To:** Michigan Works! Agency (MWA) Directors

**From:** Joe Billig, Division Administrator **SIGNED**  
Targeted Services Division  
Workforce Development

**Subject:** Fiscal Year (FY) 2020 Summer Youth Employment Program (SYEP) for  
Chafee-Eligible Foster Youth

**Programs**  
**Affected:** SYEP for Chafee-Eligible Foster Youth

**Rescissions:** None

**References:** The Workforce Innovation and Opportunity Act (WIOA) of 2014  
PI 20-05, issued March 9, 2020  
PI 20-05 Change 1, issued June 18, 2020

**Background:** Several MWAs will offer a summer program that provides meaningful employment opportunities for youth in foster care. The SYEP for Chafee-Eligible foster youth was originally to be in effect from April 1, 2020, to August 31, 2020. Due to the ongoing emergency-situation currently established in the State of Michigan, this program has been extended to cover the time period April 1, 2020, to December 31, 2020. The SYEP may include any combination of allowable WIOA Youth Services that occur during the summer period, as-long-as it includes a work experience component, as defined under WIOA 20 Code of Federal Regulations 664.460. This program is being implemented at the request of the Michigan Department of Health and Human Services (MDHHS). This PI allocates an additional award of \$28,000 in State of Michigan, FY 2020 General Fund/General Purpose (GF/GP) funding to assist the delivery of Supportive Services for the time period September 1, 2020, to December 31, 2020. All requirements and stipulations described in PI 20-05 issued, March 9, 2020, and PI 20-05 Change 1, issued June 18, 2020 remain in effect unless directly addressed in this PI Change.

**Policy:**

**Program Dates**

June 1, 2020 – the first day participants can begin summer employment.  
November 1, 2020 – the last day for MWAs to accept SYEP referrals.  
December 31, 2020 – the last day for summer employment.

**Funding**

The Michigan Department of Labor and Economic Opportunity – Workforce Development (LEO-WD) will provide an additional \$28,000 of State of Michigan GF/GP funding to support Supportive Services for the SYEP. The funding levels are being distributed at the request of the MWAs. No administrative costs are allowed for supportive services. This funding can be utilized for masks and other personal protection equipment, transportation and uniform assistance, as well as other supportive services.

**Fiscal Requirements and Reporting**

Fiscal reports for the periods ending June 30, 2020, and September 30, 2020, are due through the Management of Awards to Recipients System (MARS) on or before July 20, 2020, and October 20, 2020, respectively. The year-end report for the supportive services will still be due on October 20, 2020, with closeout due on November 30, 2020. For GF/GP funds expiring on December 31, 2020, the year-end report will be due on January 20, 2021, with closeout due on February 26, 2021.

A fiscal report for Chafee funding for the period ending December 31, 2020, is due through MARS within 20 days of the end of the program, or on January 20, 2021. Financial reporting to the MDHHS will be based on the information submitted in this report. Therefore, reasonable and conservative estimates should be used if the final financial information is not available. A final financial closeout report is due through MARS 60 days after the program's end, by February 26, 2021. Expenditures in excess of what has been represented in the previous report are not allowed.

**Action:**

The MWAs must submit a Budget Information Summary specific to the FY20 State of Michigan, GF/GP funding within 10 days from the date of this policy-

**Inquiries:**

Questions regarding this policy should be directed to Mr. Gary Clark by telephone at 517-930-4749 or email at [ClarkG1@michigan.gov](mailto:ClarkG1@michigan.gov).

This policy is available for downloading from [WD's website](#).

The information contained in this policy will be made available in alternative format (large type, audio tape, etc.) upon special request to this office. Please contact Ms. Whitney Wasser at 517-241-1018 for details.

WD is funded by State and Federal funds. More details are available on the Legal Disclaimer page at [www.michigan.gov/WDA](http://www.michigan.gov/WDA).

**Expiration**

**Date:**

December 31, 2021

JB:GC:ww  
Attachments

**Budget Information Summary Instructions  
Summer Youth Employment Program (SYEP)  
Supportive Services  
Fiscal Year (FY) 2020**

**Section I - Identification Information**

Michigan Works! Agency (MWA) Name: Enter the name of the MWA.

Policy Issuance: "20-05, Change 2 has been pre-printed.

Grant Name: "FY 20 GF/GP-Supportive Services " has been pre-printed.

Project Name: "SYEP Supportive Services" has been pre-printed.

Plan Period: "09/01/20–12/21/20" has been pre-printed.

**Section II - Total Funds Available**

Beginning Allocation: Enter the amount of the beginning allocation.

Additional Allocation: Enter the amount of additional allocation.

Total FY Funding: The aggregate total of the beginning and additional allocations. The Excel spreadsheet will automatically calculate.

**Section III - Current FY Planned Expenditures by Cost Category**

Supportive Services:

Public Transportation: Enter the cumulative amount planned for Public Transportation. This amount includes any fees related to open-door public transportation, such as bus tokens, taxi fares, etc.

Auto-Related Expenses: Enter the cumulative amount planned for Auto-Related Expenses. This amount includes automobile repairs, participant mileage reimbursement, license and registration fees, etc.

Other Supportive Services: Enter the cumulative amount planned for Other Supportive Services. This amount includes mileage paid to volunteer drivers, clothing/uniform allowances, professional tools, business start-up expenses, moving expenses, etc.

Total Supportive Services: This cell will automatically calculate.

Total Planned Expenditures: This cell will automatically calculate.

**Section IV - Limitation Percentages**

This section was developed to assist MWA staff and state coordinators with reviewing planned expenditures versus expenditure requirements and limitations. The cells will automatically calculate.

**Fiscal Year 2020 Foster Care  
SYEP GF/GP Supportive Service Funding**

<b>Michigan Works! Agency</b>	<b>Supportive Services Allocation</b>	<b>Total GF/GP Program Allocation</b>
West Michigan Works!	\$4,760	\$4,760
Capital Area Michigan Works!	\$1,680	\$1,680
GST Michigan Works!	\$2,520	\$2,520
Detroit Employment Solutions Corporation. Inc.	\$10,640	\$10,640
Macomb/St. Clair Workforce Development Board	\$3,640	\$3,640
Southeast Michigan Community Alliance	\$4,760	\$4,760
<b>Total</b>	<b>\$28,000</b>	<b>\$28,000</b>

LEO is an equal opportunity employer/program.

Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.  
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