

RICK SNYDER
GOVERNOR



CHRISTINE QUINN
DIRECTOR

OFFICIAL

E-mailed: 08/06/14 (pv)

Workforce Development Agency (WDA)
Policy Issuance (PI): 13-29, Change 1

Date: August 6, 2014

To: Area Community Services Employment and Training (ACSET) Council
Capital Area Michigan Works!
Genesee/Shiawassee Michigan Works! Inc.
Great Lakes Bay Michigan Works!
Detroit Employment Services Corporation (DESC)
Macomb/St. Clair Workforce Development Board
Southeast Michigan Community Alliance (SEMCA)
Northwest Michigan Council of Governments

From: Gary Clark, Director, Office of Talent Development Services
Workforce Development Agency
SIGNED

Subject: Fiscal Year 2014 Foster Care Summer Youth Employment Program for
Chafee-Eligible Youth (Foster Care SYEP) Supportive Services

Programs Affected: None

Rescissions: None

References: The Workforce Investment Act (WIA) of 1998

Background: Eight Michigan Works! Agencies (MWAs) will offer a summer program that provides meaningful summer employment opportunities for youth in foster care. The Foster Care SYEP for Chafee-Eligible youth will be in effect from April 1, 2014 to August 31, 2014. The Foster Care SYEP may include any combination of allowable WIA youth services that occur during the summer period, as long as it includes a work experience component as defined under the WIA regulations at 20 CFR 664.460.



Workforce Development Agency, State of Michigan
Victor Office Center | 201 North Washington Square, 5th Floor | Lansing, Michigan 48913
michigan.gov/bwt | 517.335.5858 | TTY 888.605.6722

The WDASOM is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

This program is being implemented at the request of the Michigan Department of Human Services (DHS) as part of its response to *Dwayne vs. Granholm* (2008 No. 2:06 cv. 13548). DHS has allocated Temporary Assistance (TANF) for Needy Families supportive services funding to support SYEP.

Policy:

Foster Care SYEP

The Foster Care SYEP will provide summer employment opportunities and workforce development activities (work-readiness) to approximately 325-375 current Chafee-eligible foster care youth ages 14-20.

Program Dates

June 1, 2014 – the first day participants can begin summer employment.
July 15, 2014 – the last day for MWAs to accept SYEP referrals.
August 31, 2014 – the last day for summer employment.

Funding

The DHS will provide \$30,000 of TANF Supportive Services funding to finance employment-related supportive services. The funding levels are being distributed at the request of the MWAs. This funding can be utilized for transportation assistance, as well as other supportive services. The funding must be spent by August 31, 2014.

Fiscal Requirements and Reporting

A fiscal report for the period ending June 30, 2014, is due through the Management of Awards to Recipients Systems (MARS) on or before July 20, 2014.

A fiscal report for the period ending August 31, 2014, is due through MARS within 20 days after the end of the program, or on, or before, October 6, 2014. Because financial reporting to the DHS will be based upon the information submitted on this report, reasonable and conservative estimates should be used, if final financial information is not available.

A final financial closeout report is due through MARS 60 days after the program's end by October 31, 2014. Expenditures in excess of what has been represented on the previous report are not allowed.

Action:

MWAs must submit a Budget Information Summary (BIS) within 10 days from the date of this policy issuance. BISes are to be submitted by e-mail to Ms. Pam Vance at Vancep1@michigan.gov and to Ms. Yvette Harris at HarrisY@michigan.gov.

Inquiries:

Questions regarding this policy issuance should be directed to Ms. Yvette Harris at (517) 241-0092 or at HarrisY@michigan.gov.

The information contained in this policy issuance will be made available in alternative format (large type, audio tape, etc.) upon special request to this office. Please contact Ms. Pamela Vance at (517) 373-6234 for details.

Expiration**Date:**

September 30, 2015

GC:YH:pv
Attachments

Allocations

Michigan Works! Agency	Chafee Allocation	Supportive Services Allocation	Total Program Allocation
Area Community Services Employment and Training (ACSET) Council	\$64,000	\$8,000	\$72,000
Capital Area Michigan Works!	\$40,000	\$1,000	\$41,000
Genesee/Shiawassee Michigan Works!	\$40,000	-0-	\$40,000
Detroit Employment Solutions, Inc.	\$240,000	\$6,300	\$246,300
Great Lakes Bay	\$40,000	-0-	\$40,000
Macomb/St. Clair Workforce Development Board	\$72,000	\$6,000	\$78,000
Southeast Michigan Community Alliance	\$80,000	\$3,700	83,700
Northwest Michigan Council of Governments	\$24,000	\$5,000	29,000
Total	\$600,000	\$30,000	\$630,000

SUMMER YOUTH EMPLOYMENT PROGRAM
EMPLOYMENT-RELATED SUPPORTIVE SERVICES
BUDGET INFORMATION SUMMARY (BIS)
INSTRUCTIONS

SECTION I - IDENTIFICATION INFORMATION

1. Michigan Works! Agency (MWA): Enter the name of the MWA.
2. MWA Number: Enter the number assigned to the MWA.
3. Policy Issuance (PI) Number: Enter the appropriate policy issuance number (and change if applicable). “13-29, Change 1” has been preprinted.
4. Plan Period: Identify the time period covered by the specific plan action. “10/01/13 through 08/31/14” has been preprinted.
5. Grant Name: Enter the grant name. “FY 14 TANF SUPPORTIVE SERVICES” has been preprinted.
6. Project Name: Enter the project name. “SYEP SUPPORTIVE SERVICES” has been preprinted.

SECTION II - TOTAL FUNDS AVAILABLE

1. Allocation: Enter total amount allocated for the plan period.

SECTION III - CURRENT PLANNED EXPENDITURES BY COST CATEGORY

1. Supportive Services: Enter the amount to be spent for each of the supportive service cost categories during the plan period.
 - a. Auto Purchases: Enter the cumulative amount to be spent on auto purchases for the plan period.
 - b. Public Transportation Allowances: Enter the cumulative amount to be spent on public transportation allowances for the plan period. This amount includes any fees related to open-door public transportation, such as bus tokens, taxi fares, etc.
 - c. Auto-Related Expenses: Enter the cumulative amount to be spent on auto-related expenses during the plan period. This amount includes automobile repairs, participant mileage reimbursement, license and registration fees, etc.
 - d. Other Supportive Services: Enter the cumulative amount to be spent on other supportive services during the plan period. This amount includes mileage paid to

volunteer drivers, clothing/uniform allowances, professional tools, business start-up expenses, moving expenses, etc.

2. Total Planned Expenditures: Enter the total of the lines above to obtain the total planned employment-related supportive services expenditures for the plan period.

SUMMER YOUTH EMPLOYMENT PROGRAM (SYEP)
SUPPORTIVE SERVICES - BIS

SECTION I - IDENTIFICATION INFORMATION

1. Michigan Works! Agency (MWA):		2. MWA Number:	
3. Policy Issuance Number: 13-29, Change 1		4. Plan Period: 10/01/13 through 08/31/14	
5. Grant Name: FY 14 TANF – SUPPORTIVE SERVICES		1. Project Name: SYEP SUPPORTIVE SERVICES	

SECTION II - TOTAL FUNDS AVAILABLE

Funding Source: TANF	Amount
1. Allocation	\$

SECTION III - CURRENT PLANNED EXPENDITURES BY COST CATEGORY

Cost Category	Amount
1. Supportive Services	
a. Auto Purchases	\$
b. Public Transportation Allowances	\$
c. Auto-Related Expenses	\$
d. Other Supportive Services	\$
2. Total Planned Expenditures	\$

(08/08)

The Workforce Development Agency State of Michigan does not discriminate in employment or in the provision of services based on race, religion, color, national origin, sex, age, height, weight, marital status, arrest without conviction, disability, political affiliation or belief in programs funded under the Personal Responsibility and Work Opportunity Reconciliation Act (PRWORA) of 1996.

The Budget Information Summary must be in compliance with PRWORA of 1996. Noncompliance penalty results in withholding of funds.