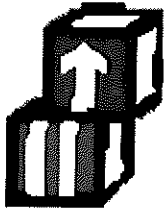


RECEIVED



Community Development Institute
HEAD START

MAY 16 2014

Serving Northwest Detroit

PO Box 35829

7307 W 7 Mile Road

Detroit, MI 48235

(313) 879-3862 phone * (313) 879-3892 fax

WIA

WORKFORCE PROGRAMS

May 13, 2014

Workforce Development Agency State of Michigan
Workforce Investment Act Section
Victor Office Center
201 N. Washington Square, 5th Floor
Lansing, MI 48913

Re: Notification of Layoff

To Whom It May Concern,

Community Development Institute Head Start (CDI HS) provides interim operation of Head Start programs at the direction of the Office of Head Start.

CDI HS Serving Northwest Detroit, MI was assigned as the short-term interim operator of the Detroit, MI Head Start program. CDI HS's interim management of the program allowed for services to Head Start children and families at a time when the local grantee could no longer operate the program.

During this interim period, a process was put in place by the Office of Head Start to identify a replacement grantee for this service area. CDI HS has been advised that a replacement grantee has been awarded a grant by the Region V Office of the Office of Head Start to provide Head Start in the Detroit, MI area. On August 1, 2014, the administration of the program will be the responsibility of the replacement grantee and no longer the responsibility of CDI HS.

As a result of the expected termination of its interim management services provided by CDI HS, CDI HS plans to lay off 128 employees effective July 31, 2014, or within the fourteen (14) day period beginning on that date. These layoffs will occur at the following locations:

Name	Address
Admin Office	7303 West 7 Mile Road, Detroit, MI 48221
Christian Fellowship of Love	22400 Grand River, Detroit, MI 48219
Clark	1512 Puritan, Detroit, MI 48238
Greater Mitchell	13737 Curtis, Detroit, MI 48235
Hartford	13735 West 7 Mile Road, Detroit, MI 48235
Jones	19195 Plainview, Detroit, MI 48219
Leland	22420 Fenkell, Detroit, MI 48223
Maggie Lee	7700 Puritan, Detroit, MI 48238
New Genesis	16161 Winston, Detroit, MI 48219

Rainbow Academy St. Timothy	13150 West 7 Mile Road, Detroit, MI 48235 15888 Archdale, Detroit, MI 48227
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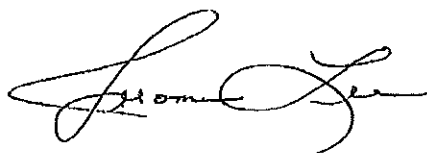
This action is expected to be permanent and the locations associated with the program will no longer be operated by CDI HS. Affected employees and classifications of each employee are included in the attached Exhibit A.

There are no bumping rights for affected employees. This announcement and the above timetable are based on the best information currently available to CDI HS. Various factors outside of CDI HS's control may affect these plans and the timing of employee separations, and you will be informed of any changes as additional information becomes available.

CDI HS will work closely with the replacement grantee so that there will be limited disruption to the services provided to children and families. We will continue to be in communication with you and with staff, as more information is known.

Inquiries regarding the ending of CDI HS's interim management can be directed to Administration for Children and Families Office of Public Affairs at (202) 401-9215.

Sincerely,



Jerome Lee
Site Manager
CDI HS Serving Northwest Detroit and on behalf of the CDI HS Board of Directors