

MEMORANDUM OF UNDERSTANDING

2024-2027

One-Stop Career Center Partners

Atlantic County
Workforce
Development
Board

Table of Contents

Section 1: Purpose	2
Section 2: Effective Period	2
Section 3: One Stop/American Job Centers: Administration	3
Table A, List of Centers	3
Common Identifier	3
One Stop Operator	4
Fiscal Agent	4
Section 4: Role of the Chief Elected Official	4
Section 5: Role of the Local Workforce Development Board	5
Section 6: Role of the One Stop Operator	8
Section 7: Partners	8
Required Federal Partners	9
Recommended State Partners	9
Additional Partners	9
Table B, Required, Suggested, and Optional Partners	9-11
Attachment: Partner Narrative	36-37
Section 8: One Stop/American Job Centers: Operation	12
Description of Services	12
Co-Enrollment and Integrated Case Management	13
Referral Processes	14
Data Sharing	14
Service Integration	14-15
Attachment: Partner-Service Matrix	41
Section 9: Infrastructure Funding Agreement	16-18
Attachment: IFA Budget Template	38-39
Section 10: MOU and IFA Process	19
Table C, MOU/IFA Meeting and Planning Form	20-25
Section 11: General Provisions, Assurances, and Certifications	26-31
Section 12: Summary of Attachments	36-38
Section 13: Authority and Signatures	42-62
Comments	63-71

Memorandum of Understanding

Section 1: Purpose

Purpose

This Memorandum of Understanding (MOU) is executed among the Local Workforce Development Board (LWDB), the One Stop Career Center (American Job Center Network) Partners (Partners), and the Chief Elected Official (CEO). They are collectively referred to as the “Parties” to this MOU. The MOU incorporates an Infrastructure Funding Agreement (IFA) in which Parties agree to the shared costs and benefits of operating a local workforce system. The term “MOU” throughout this document incorporates the IFA.

References: MOU/IFA Guidance, Section 1.; LWDB’s Local Plan

AGENCY MISSION AND VISION:

MISSION: The mission of the Atlantic County Workforce Development Board is to coordinate resources and efficiently deliver workforce readiness services for the residents and businesses of Atlantic County through educational and technical skills training that responds to the needs of both the customers and the employers.

VISION: To enhance and diversify the economic climate of Atlantic County by providing a skilled workforce that is responsive to the needs of all business in Atlantic County and its vicinity.

Section 2: Effective Period

-

References: MOU/IFA Guidance, Section 2(b)

This MOU is effective as of January 1, 2024 which corresponds to the date of signing by the final signatory below and must terminate on December 30, 2027, unless any of the reasons in the Termination section (Section 10, MOU and IFA Process), apply.

Section 3: One Stop/American Job Centers: Administration

One Stop Career Centers/ American Job Centers

References: MOU/IFA Guidance, Section 3

List all One Stop Centers in the local workforce development area in Table A, below.

TABLE A: One Stop Centers

Mailing Address	Hours of Operation	Telephone Number	URL	Comprehensive (C) or Affiliate (A)
2 S. Main St. Pleasantville, NJ	8:30 am-4:30 pm M-F	609.485. 0052	www.learntrainworkac.com	(C)

One Stop Operator

References: MOU/IFA Guidance, Section 3; Local Plan Section III.C

Atlantic County Workforce Development is currently under contract with DB Grant Associates. The contract was awarded February 1, 2024. Our efforts to work with the One Stop Coordinator and the team has increased our reach into the community.

Operator Name:	DB Grant Associates
Name of Operator Contact Person:	Vanessa Preston
Online location for all documentation for the competitive One Stop Operator procurement and selection process:	Atlantic County, NJ Home (atlanticcountynj.gov) Click on Resident
Date of Current Contract with One Stop Operator:	February 1, 2024 to June 30, 2025 Opportunity for a two-year renewal.

Common Identifier

References: MOU/IFA Guidance, Section 3(a)

The Partners agree to identify as The One Stop Career Center or, as the Pleasantville One Stop Career Center in conjunction with "A Proud Partner of the American Job Center Network."

Fiscal Agent

References: MOU/IFA Guidance Section 3(b); Policy on Local Governance, WD-PY21-6

Provide contact information for the Fiscal Agent.

Fiscal Agent	
Name of Fiscal Agent Contact Person:	John Fata
Fiscal Agent Mailing Address:	2 S. Main Street
Fiscal Agent Phone Number:	609.485.0227 ext.: 4806
Fiscal Agent Email Address:	Fata_john@aclink.org

Section 4: Role of Chief Elected Official

References: MOU/IFA Guidance, Section 4; Policy on Local Governance, WD-PY21-6

Provide contact information for each Chief Elected Official (CEO) in the LWDA.

Name of Chief Elected Official:	Dennis Levinson
Role/Title:	County Executive
CEO Mailing Address:	1333 Atlantic Avenue, Atlantic City, New Jersey
CEO Phone Number:	609-343-2201
CEO Email Address:	deweese_jacque@aclink.org
Name of Chief Elected Official:	
Role/Title:	
CEO Mailing Address:	
CEO Phone Number:	
CEO Email Address:	

“Serves as a point of contact for partners in that absence of the LWDB Director, especially with urgent matters such as a data breach.”

Section 5: Role of Local Workforce Development Board

References: MOU/IFA Guidance, Section 5; Policy on Local Governance, WD-PY21-6

LWDB Narrative

It is the role of the Atlantic County Workforce Development Board (ACWDB) to develop and maintain strong working relationships with all of its partners in an effort to maximize the service and support that can be provided to the customers we collectively serve. It is the intent of the ACWDB to enhance the collective awareness of all partner agencies' resources and services to establish a strong, tight-knit network for coordinated service integration. Only by establishing a clear understanding of the resources and services each partner offers can we create a mutual understanding and respect for the value of all the resources, as they relate to meeting the needs of our collective customers within the community. As currently established, Atlantic County Workforce Development Board is the convener and negotiator of these discussions. In addition, the ACWDB shall act as the nexus for the collection, analysis and dissemination of all outcome-related data. Through the process of this MOU/IFA, all mandated and voluntary partners will agree to share referrals, resources and outcome information based on those data points agreed to by all parties.

In addition:

The WDB ensures the workforce-related needs of employers, workers, and job seekers in the WDB Area and/or the region are met, to the maximum extent possible with available resources. The WDB will, at a minimum provide the following:

Local Plan

(1) Develop and submit a four-year local plan for the local area, in Partnership with the chief elected official and consistent with WIOA sec. 108.

Regional Plan (where applicable)

(2) If the Local Area is part of a planning region that includes other local areas, develop and submit a regional plan in collaboration with other local areas. If the Local Area is part of a planning region, the local plan must be submitted as a part of the regional plan.

Labor Market Information

(3) Conduct workforce research and regional labor market analysis to include:

(a) Analyses and regular updates of economic conditions, needed knowledge and skills, workforce, and workforce development (including education and training) activities to include an analysis of the strengths and weaknesses (including the capacity to provide) of such services to address the identified education and skill needs of the workforce and the employment needs of employers in the region;

(b) Assistance to the Governor in developing the statewide workforce and labor market information system under the Wagner-Peyser Act for the region specifically in collection, analysis, and utilization of workforce and labor market information for the region; and

(c) Other research, data collection, and analysis related to the workforce needs of the regional economy as the WDB, after receiving input from a wide array of stakeholders, determines to be necessary to carry out its functions.

Convening, Brokering, Leveraging

(4) Convene local workforce development system stakeholders to assist in the development of the local plan under 20 CFR 679.550 and in identifying non-Federal expertise and resources to leverage support for workforce development activities. Such stakeholders may assist the WDB and standing committees in carrying out convening, brokering, and leveraging functions at the direction of the WDB.

Employer Engagement

(5) Lead efforts to engage with a diverse range of employers and other entities in the region in order to:

- (a) Promote business representation (particularly representatives with optimum policymaking or hiring authority from employers whose employment opportunities reflect existing and emerging employment opportunities in the region) on the WDB,
- (b) Develop effective linkages (including the use of intermediaries) with employers in the region to support employer utilization of the local workforce development system and to support local workforce investment activities,
- (c) Ensure that workforce investment activities meet the needs of employers and support economic growth in the region by enhancing communication, coordination, and collaboration among employers, economic development entities, and service providers; and
- (d) Develop and implement proven or promising strategies for meeting the employment and skill needs of workers and employers (such as the establishment of industry and sector Partnerships), that provide the skilled workforce needed by employers in the region, and that expand employment and career advancement opportunities for workforce development system participants in in-demand industry sectors or occupations.

Career Pathways

(6) With representatives of secondary and postsecondary education programs, lead efforts to develop and implement career pathways within the local area by aligning the employment, training, education, and supportive services that are needed by adults and youth, particularly individuals with barriers to employment.

Dissemination of Promising Practices

(7) Lead efforts in the local area to identify and promote proven and promising strategies and initiatives for meeting the needs of employers, workers and job seekers, and identify and disseminate information on proven and promising practices carried out in other local areas for meeting such needs.

Technology

(8) Develop strategies for using technology to maximize the accessibility and effectiveness of the local workforce development system for employers, and workers and job seekers, by:

- (a) Facilitating connections among the intake and case management information systems of the One-Stop Partner programs to support a comprehensive workforce development system in the local area,
- (b) Facilitating access to services provided through the One-Stop delivery system including access in remote areas,
- (c) Identifying strategies for better meeting the needs of individuals with barriers to employment, including strategies that augment traditional service delivery, and increase access to services and programs of the One-Stop delivery system such as improving digital literacy skills, and

(d) Leveraging resources and capacity within the local workforce development system, including resources and capacity for services for individuals with barriers to employment.

Oversight

(9) In Partnership with the chief elected official for the local area:

(a) Conduct oversight of youth workforce investment activities authorized under WIOA sec. 129(c), adult and dislocated worker employment and training activities under WIOA secs. 134(c) and (d), and the entire One-Stop delivery system in the local area,

(b) Ensure the appropriate use and management of the funds provided under WIOA subtitle B for the youth, adult, and dislocated worker activities and One-Stop delivery system in the local area, and

(c) Ensure the appropriate use, management, and investment of funds to maximize performance outcomes under WIOA sec. 116.

Negotiate Performance Measures

(10) Negotiate and reach agreement on local performance indicators with the chief elected official and the Governor.

Negotiate Infrastructure Costs

(11) Negotiate with CEO and required Partners on the methods for funding the infrastructure costs of One-Stop Centers in the local area in accordance with 20 CFR 678.715 of this chapter, using the proscribed formula and process created by the New Jersey Department of Labor as part of the proposed MOU; or notify the Governor if they fail to reach agreement at the local level and will use a State infrastructure funding mechanism.

Selection of Providers

(12) Select the following providers in the local area, and where appropriate, terminate such providers in accordance with 2 CFR part 200:

(a) Providers of youth workforce investment activities through competitive grants or contracts based on the recommendations of the youth standing committee (if such a committee is established); however, if the WDB determines there is an insufficient number of eligible training providers in a local area, the WDB may award contracts on a sole-source basis as per the provisions at WIOA sec. 123(b),

(b) Providers of training services consistent with the criteria and information requirements established by the Governor and WIOA sec. 122,

(c) Providers of career services through the award of contracts, if the One-Stop Operator does not provide such services, and

(d) One-Stop Operators in accordance with 20 CFR 678.600 through 678.635.

Consumer Choice

(13) In accordance with WIOA sec. 107(d)(10)(E), work with the State to ensure there are sufficient numbers and types of providers of career services and training services serving the local area and providing the services in a manner that maximizes consumer choice, as well as providing opportunities that lead to competitive integrated employment for individuals with disabilities.

Coordination with Education Providers

(14) Coordinate activities with education and training providers in the local area, including:

- (a) Reviewing applications to provide adult education and literacy activities under WIOA title II for the local area to determine whether such applications are consistent with the local plan,
- (b) Making recommendations to the eligible agency to promote alignment with such plan, and
- (c) Replicating and implementing cooperative agreements to enhance the provision of services to individuals with disabilities and other individuals, such as cross training of staff, technical assistance, use and sharing of information, cooperative efforts with employers, and other efforts at cooperation, collaboration, and coordination.

Budget Administration

(15) Develop a budget for the activities of the WDB, with approval of the chief elected official and consistent with the local plan and the duties of the WDB.

Accessibility

(16) Assess, on an annual basis, the physical and programmatic accessibility of all One-Stop Centers in the local area, in accordance with WIOA sec. 188, if applicable, and applicable provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.).

Section 6: Role of One Stop Operator

References: MOU/IFA Guidance, Section 6

The One Stop Operator is responsible for the coordination, functional alignment and operational implementation of all One Stop services. This role also includes the coordination of all partner services and regular partner meetings. The role also requires the One Stop Operator to assume responsibility for the One Stop Operator certification including the ongoing professional development of career services staff and leadership.

The roles and responsibilities of the One Stop Operator include the following:

- Provision of career services
- Access to training services
- Access to employment and training activities
- Access to programs and activities carried out by all WIOA one-stop partners
- Access to data, information, and analysis for the labor market
- Provision of job search, job matching, occupational training activities.
- Coordination with ACWDB business services, job development and work-based learning training opportunities.

The One Stop Operator will also prepare monthly data reports related to agency activity levels, service and performance outcomes. The contracted position also has responsibility for holding quarterly partner meetings with all mandated partners to discuss One Stop operations and provide a forum for identifying system problems and creating collaborative, coordinated solutions.

A key role of the One Stop Operator is as the facilitator of communication between partner agencies to assure that customer services are coordinated in an efficient and unduplicated manner, focusing on the functional alignment of all services to best benefit the workforce development customer.

Section 7: Partners' Narrative

References: MOU/IFA Guidance, Section 7

Contact information for partners to the MOU should be included in Table B, on page 6. Following this table on page 6, please provide a short (1-2 paragraph) narrative for each partner that is a party to the MOU. The narrative should explain:

- The services that partner provides
- The method(s) the partner uses to provide services (in-person, virtually, through cross-trained partners, direct linkage)
- Strategies for cross-training other staff and partners
- The partner's role in outreach, recruitment, and marketing
- The partner's contributions to programmatic accessibility
- The partner's contributions to any priorities of service and/or to targeting particular special populations

Required Federal Partners

References: MOU/IFA Guidance Section 7(a)

Provide the names and contact information for required federal Partners in Table B, on pages 9 and 10. (see below)

State Partners (Recommended)

References: MOU/IFA Guidance Section 7(b)

Provide the names and contact information for any recommended state Partners who are party to the MOU in Table B.

Additional Partners (optional)

References: MOU/IFA Guidance Section 7(c)

Provide the names and contact information for any additional Partners in Table B.

Partner Overview

TABLE B PARTNER INFORMATION

A. Required Partners	Federal	Contact Person/Signatory	Contact Information	Service Provision Method
Title I Adult, Dislocated Worker, and Youth Programs		Francis Kuhn Executive Director ACWDB	2 S. Main St. Pleasantville, NJ 609-485-0153 ext. 4805 kuhn_francis@aclink.org	In Person and Virtually
Title I NFJP (National Farmworker Job Program)/MSFW (Migrant and Seasonal Farmworker)		Minette Santiago Senior Director of Training and Employment Services	PathStone Corporation-NJ Operations, 76 W. Landis Ave., Ste C, Vineland, NJ 08360	In person and virtually
Title I Job Corps		N/A		
Title I Youth Build		N/A		
Title III Unemployment Compensation		Brenda Kelly Manager, Pleasantville Office	2 S. Main St. Pleasantville, NJ	In-Person Telephonically
Title III Wagner-Peyser		Paul McClellan Manager ES (609)-813-3929	2 S. Main St. Pleasantville, NJ Paul.mcclellan@dol.nj.gov	In-Person and virtual
SCSEP (Senior Community Service Employment)		Vernon Letson Workforce 55+ Vernon.letson@dol.nj.gov	2. South Main St. Pleasantville, NJ (609) 813-3933	In-person
TAA Program (Trade Adjustment Assistance)		Mary Bailey	Vineland ES Office 856-238-6724 Mary.Bailey@dol.nj.gov	In person
Jobs for Veteran State Grants		Richard Schaeffer James Mosby DVOP	2 S. Main St. Pleasantville, NJ 609 813-3913 609 813 3907	In person
REO (Reentry Employment Opportunities)		Laura Cartagena	2 S. Main St Pleasantville, NJ 609-813-3904 Laura.Cartagena@dol.nj.gov	In person
Title II AEFLA (Adult Education and Family Literacy Act) program		Barbara Kozek Director, Adult Literacy and Integrated Education programs Atlantic Cape Community College.	1535 Bacharach Blvd Atlantic City, NJ 08401 bkozek@atlaniccape.edu 609-343-4713	In Person, virtually
Title IV State VR (Vocational Rehabilitation) Service program (generally Commission for the Blind and Visually Impaired [CBVI])		Candace Titanski Manager, Atlantic/Cape May DVRS	2 S. Main St. 1 st . Fl., Ste 2 Pleasantville, NJ 08232 Candace.titanski@dol.nj.gov 609-813-3933	In person, virtually (by appointment)
CTE (Career technical education programs) at postsecondary level - Carl D. Perkins Act		Dr. Barbara Gabba President, Atlantic Cape Community College-	Atlantic Cape Community College, 5100 E. Black Horse Pike, Mays Landing, NJ 08330 bgaba@atlantic.edu 609-625-1111	In-Person and virtually
HUD (Housing and Urban Development) Employment and Training programs		David Caracciolo Executive Director Pleasantville Housing Auth.	168 N. Main St. Pleasantville, NJ 609-646-3023 dcaracciolo@pleasantvilleha.org	In-person, virtual and telephonically
HHS (Health and Human Services) Employment and training activities carried out under Community Services Block Grant		Channell Wilkins CEO Ocean Inc.	40 Washington St. Toms River, NJ 08754 ewilkins@oceaninc.org 732-244-5333	In-person and virtually

TANF (Temporary Assistance for Needy Families) programs	Forrest Gilmore Director, FCD Atlantic County	1333 Atlantic Ave, Atlantic City, NJ 609-345-6700 ext. 2700 gilmore_forrest@aclink.org	In Person and Telephone
B. Required State Partner			
New Jersey DOL State Business Outreach Team	Samuel Wear BSR New Jersey Dept. of Labor	2 South Main St. Pleasantville, NJ 08232 Samuel.wear@dol.nj.gov (609) 358 3576	In Person and virtual
C. Recommended State Partners			
New Jersey Youth Corps (NJYC)	Reverend Odinga Maddox, Director Atlantic County New Jersey Youth Corps	2 South Main St. Pleasantville, NJ 08232 (609) 485-0052	In Person
Pathways to Recovery	Dasha Brown City of Pleasantville	18 N. First St. Pleasantville, NJ 08232 609-272-8618	In Person
Pre-Apprenticeship in Career Education (PACE)	Dr. Carmelita Graham Director of Vocational Education and Career and Technical Ed. EHT School District	13 Swift Drive Egg Harbor Township, NJ 08234 609-653-0100 grahamc@eht.k12.nj.us	In-person
Growing Apprenticeships in Nontraditional Sectors (GAINS)	Mr. Ren Parikh Director Ideal Institute of Technology	1000 W. Washington Ave. Pleasantville, NJ 08232	In person, virtually
D. Additional Partners			
<i>South Jersey Industries</i>	Chris Teel	3800 Atlantic Avenue, Atlantic City, NJ 888-766-9900	Virtually & In-Person
<i>CATA</i>	Kathia Ramirez	66 Bridge Street, Bridgeton, NJ 856-575-5511	Off-Site at South Jersey Farms & phone
<i>Avanzar</i>	Nikki Vilaro	927 North Naib Street, Pleasantville, NJ 609-601-9925	In-person, In-Person
<i>South Jersey Family Medical Centers</i>	Daisy Hernandez	1125 Atlantic Avenue P, Atlantic City, NJ 609-348-0066	Off-Site at South Jersey Farms & In-Person
<i>Planned Parenthood</i>	Sam Borbon	Future site in Absecon, NJ 973-567-9152	Visits On-site
<i>New Jersey Courts System</i>	Nicole Dorr	4997 Unami Blvd, Mays Landing, NJ 609-826-7040	Virtually, In-Person
<i>Oceanside 1 Family Success Center</i>	Tatsiana DaGrosa	3201 Atlantic Avenue, Atlantic City, NJ 609-594-4990	In-Person
<i>Oceanside 2 Family Success Center</i>	Kia Snead	3201 Atlantic Avenue, Atlantic City, NJ 609-236-8800	In-Person
<i>Catholic Charities-Immigration Services</i>	Manuel	856-342-4161	Phone
<i>Jewish Family Services of Atlantic County</i>	Nina Stolzenberg	609-822-1108	Phone, In-person

Partner Narratives

For each partner, include a short narrative (1-2 paragraphs) that explains:

- The services that partner provides
- The method(s) the partner uses to provide services (in-person, virtually, through cross-trained partners)
- Strategies for cross-training other staff and partners
- The partner's role in outreach, recruitment, and marketing. The partner's contributions to programmatic accessibility
- The partner's contributions to any priorities of service and/or to targeting particular special populations

Partner Narrative; attach additional pages as necessary and note here that they are included as an attachment. Partner Narrative will be provided as attached additional pages.

Partner narratives have been provided as additional pages following page 36-38

Section 8: One Stop/American Job Center Operations

Description of Services

References: MOU/IFA Guidance Section 8(a)

Review and update the *Partner-Service Matrix* prepared for your local plan to reflect any additional partners or partnership changes. Include the updated Matrix as an attachment to the MOU or cut and paste the *Matrix* into this section of the MOU. If included as an attachment, please note the page of the *Matrix* in your final document.

The Partner-Service Matrix is included as an attachment on page 41.

Co-Enrollment and Integrated Case Management

References: MOU/IFA Guidance Section 8(b)

Describe the methodology partners agree to use to achieve co-enrollment and integrated case management.

Co- Enrollment Narrative

All partners who are responsible for shared service delivery agree to work with the staff and management of the One Stop Career Center to facilitate the use of all eligible services for each customer served. This activity will include cross-training on service-eligibility issues and instructions on service integration. This will include how resources from multiple funding streams can ultimately benefit the customer to best effect. The discussion of co-enrollment will include the use of the GSETA Institute for service integration and functional alignment training. Through increased knowledge and awareness of all partners, services provided to workforce customers can be effective in addressing multiple needs at the same time. Service methodology will include universal referral forms, identified single-point-of-contact, universal customer release of information forms, case conferencing and quarterly partner operations meetings.

DATA Sharing

Provide a narrative of the referral processes and strategies among partners and the ways the system ensures effective referrals.

Referral Processes both to and from the One Stop Career Center and both mandated and voluntary partners will be documented through the current databases including AOSOS, LACES for Title II, the agency's Google drive, and Excel spreadsheets. The agency and its partners will also be examining data tracking systems for consideration.

Referral tracking and related outcomes are the responsibility of the One Stop Operator and the Workforce Development Board's MIS. Referral tracking, resource utilization, training outcomes and job placements be mandated data elements for review and discussion at the quarterly partner meeting. In addition, these elements will be reviewed as part of the quarterly One Stop Oversight subcommittee meetings of the workforce development board.

The Universal Referral form will be utilized by all mandated partners to assure that required data elements can be entered in the AOSOS database. Shared data will occur only when there is consent given from the customer via a signed release of information.

1. Partners agree that the use of high-quality, integrated data is essential to inform decisions made by policymakers, employers, and job seekers. Additionally, it is vital to develop and maintain an integrated case management system, as appropriate, that informs customer service throughout customers' interaction with the integrated system and allows information collected from customers at intake to be captured once.
2. Partners further agree that the collection, use, and disclosure of customers' personally identifiable information (PII) is subject to various requirements set forth in Federal and State

privacy laws. Partners acknowledge that the execution of this MOU, by itself, does not function to satisfy all of these requirements.

3. All data, including customer PII, collected, used, and disclosed by Partners will be subject to the following:
 - a. Customer PII will be properly secured in accordance with the WDB's policies and procedures regarding the safeguarding of PII.
 - b. All confidential data contained in UI wage records must be protected in accordance with the requirements set forth in 20 CFR part 603.
 - c. All personal information contained in VR records must be protected in accordance with the requirements set forth in 34 CFR 361.38.
 - d. Customer data may be shared with other programs, for those programs' purposes, within the One-Stop Career Center Network only after the informed written consent of the individual has been obtained, where required.
 - e. Customer data will be kept confidential, consistent with Federal and State privacy laws and regulations.
4. Partner staff will immediately notify the LWDB when a security incidents(s) involving data shared under the MOU is suspected or verifiably detected, so the other partners may take steps to determine whether its system has been compromised and to take appropriate security precautions. Staff will provide reasonable support to their counterparts in support of analysis and /or investigation into any security incidents. "Security incident" refers to an occurrence that actually or potentially jeopardizes the confidentiality of, integrity, or availability of an information system or the information the system processes, stores or transmits or that constitutes a violation or imminent threat of violation of security policies, security procedures, or acceptable use policies".
5. All data exchange activity will be conducted, as practicable, in machine readable format, such as HTML or PDF, for example, and in compliance with Section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794 (d)).

Service Integration

References: MOU/IFA Guidance Section 8(e); Local Plan, especially Partner-Service Matrix

Describe plans for service integration and for deepening relationships among partners, especially among partners in the business and employer community.

The Atlantic County Workforce Development Board and its partners maintain at its core the critical importance of Service Integration in all efforts to maximize services and support of all system customers. Service integration includes co-enrollment of eligible customers, shared communication, resource and information sharing and coordinated planning to create efficient, unduplicated service provision.

The methodology for implementing co-enrollment and integrated case management includes the use of regular communication among the different partner programs to address the needs of co-enrolled customers. The procedure includes quarterly discussions during partner meetings, workforce development sub-committee meetings and individual partner discussions as needed. Partners will follow the established protocol for service referral, which includes the use of the interagency referral (IAR) mechanism to document case progress, and inclusion of the use of uniform processes for case

comments and counseling comments within the AOSOS database. All partners will receive and respond to inquiries regarding customer status and case management progress. Discussions involving co-enrollment will include a plan to coordinate services in an efficient and non-duplicative manner.

Service integration with business and community partners includes the continuing development of integrated service relationships with the leadership of the Greater Atlantic City Chamber of Commerce and business associations of the municipalities within the county. These relationships build understanding and awareness of the resources and services that are available through local and state partnerships and a system of coordinated and integrated services. The Atlantic County Workforce Development team incorporates a cross-trained, integrated service delivery system that includes the employment services manager, the business services representative and the job development component of the Atlantic County Workforce Development Board. Collectively, this group has engaged numerous business associations within the county and has agreed to work as a singular unit to benefit the business and industry within the community.

As a component of the MOU/IFA, this team agrees to share responsibility for engaging and supporting the business community, addressing talent acquisition needs, identifying the individual needs of each employer and working as a team to meet those needs. The BSR agrees to provide job orders for all staffing needs identified by team members. The ES manager agrees to be engaged in a search of the AOSOS data base to identify candidates with the specific skill sets defined by the employer partner. Candidates with those skill sets are identified and ES staff will reach out to those candidates to notify them of the job opportunity. The Job Development component of the workforce development board agrees to share all information with the ES staff and the BSR in order to maximize workforce resources. The job development team also agrees to support the ES and BSR partners using their recruiting tools and the resources associated with work-based learning. Those resources include the use of the agency's Facebook page, in addition to On-the Job Training (OJT), Registered Apprenticeship, Incumbent Worker Training and Transitional Jobs.

Section 9: Infrastructure Funding Agreement

Reference: MOU/IFA Guidance, Section 9

This IFA is entered into on January 1, 2024. This IFA will become effective as of the date of signing by the final signatory below and must terminate on December 31, 2027, unless any of the reasons in the Termination section below apply.

Infrastructure Funding Agreement (IFA) Description

1. One Stop infrastructure costs are defined as non-personnel costs that are necessary for the general operation of the American Job Center, including, but not limited to:
 - a. Rental of the facilities;
 - b. Utilities and maintenance;

c. Equipment, including assessment-related products and assistive technology for individuals with disabilities; and,

d. Technology to facilitate access to the American Job Center, including technology used for the Center's planning and outreach activities.

2. All Parties to this MOU and IFA recognize that infrastructure costs are applicable to all required Partners, whether they are physically located in the American Job Center or not. Each Partner's contributions to these costs, however, may vary, as these contributions are based on the proportionate use and relative benefit received, consistent with the Partner programs' authorizing laws and regulations and the Uniform Guidance.

3. Partners funding the costs of infrastructure according to this IFA are the same as identified in the Partners section of the MOU.

4. All Parties agree that the cost allocation methodology for this IFA will be the same as described in the Cost Allocation Methodology section of the MOU.

One Stop Operating Budget

Attach the completed One Stop Operating Budget developed with the Infrastructure Funding Agreement template, negotiated according to the process outlined in Section 10 and 10(d) of the MOU/IFA Guidance. Please note the pages of your One Stop Operating Budget in your final document.

The One Stop Operating Budget developed with the Infrastructure Funding Agreement template is included as an attachment on pages 38 .

Cost Reconciliation and Allocation

All Parties agree that a quarterly reconciliation of budgeted and actual costs and update of the allocation bases will be completed in accordance with the following process:

1. Partners will provide the LWDB with the following information no later than fifteen (15) days after the end of each quarter, as applicable:

- a. Quarterly cost information and documentation of the actual costs,
- b. Updated staffing information (per the 1st day of the 1st month of each quarter), and
- c. Actual customer participation numbers (per the last day of the last month of each quarter).

2. Upon receipt of the above information, the LWDB will:

- a. Compare budgeted costs to actual costs,
- b. Update the allocation bases, and

c. Apply the updated allocation bases, using a cost allocation methodology agreed to by all Partners, to determine the actual costs allocable to each Partner.

3. The LWDB will prepare an updated budget document showing cost adjustments and will alert each Partner to the actual costs allocable to each Partner for the quarter.

4. The LWDB will submit the updated budget to all Parties no later than forty-five (45) days after the end of each quarter. The Partners understand that the timeliness of the LWDB's preparation and submission of adjusted budgets is contingent upon the timeliness of each Partner in providing the necessary cost information. For Partners that advance funds to the LWDB area, the LWDB will only send a copy of the updated budget.

5. Upon receipt of the adjusted budget, each Partner will review both documents and will reconcile any necessary budgeted offsets to the satisfaction of LWDB no later than fifteen (15) days following receipt.

6. Partners will communicate any disputes with the adjusted budget to the LWDB in writing. The LWDB will review the disputed cost items and respond accordingly to the Partner within

ten (10) days of receipt of notice of the disputed costs. When necessary, the LWDB will revise the adjusted budget upon resolution of the dispute.

Atlantic County Workforce Development Board Infrastructure Narrative:

The attached budget sheets illustrate the operating budget, partner contributions- both by allocation base and cost category, and the associated infrastructure costs. The infrastructure funding agreement calculates the shared responsibility of all partners included under the Memorandum of Understanding. As depicted in the budget sheets, the funding of infrastructure is distributed among co-located partners within the One Stop Career Center. As indicated, the costs reflect a shared responsibility for the rent, utilities, other office equipment and software expense and security expense. Because of the current lease agreement, the state is assuming the fair market rate for rent and utilities while the local area is paying substantially less. The difference between the two rates will be used as *stand-in, third party In-Kind funding from a non-WIOA source, that being the County of Atlantic*, to meet the infrastructure needs of those partners who would not otherwise have sufficient budgeted funds to assume their shared responsibility. The amount of third party, non-WIOA funding totals \$198,728 and includes the use of the indirect costs as well as the difference in the cost of rent and security, between the county and the state.

Describe plans and processes in place to reconcile budgeted and actual costs on an ongoing basis, as outlined in Section 9(b) of the MOU/IFA Guidance.

During the quarterly reviews, ACWDB will discuss any changes to the current shared service costs and will work with the established partners to reconcile the actual

costs. In all cases ACWDB will rely on the third-party revenue created through the In-Kind and Indirect costs to reconcile.

(See One-Stop Operating IFA Budget Pages on 38-40)

Section 10: Process for Developing the MOU

All parties agree to the process for developing, modifying, and terminating the MOU (incorporating the IFA) outlined in this section.

References: MOU/IFA Guidance, Section 10

Complete Table C below, the Planning and Meeting Form, and a narrative of the process undertaken to identify and convene partners to complete the MOU and IFA.

As is indicated by Table C, the initial planning and discussion process for the MOU/IFA began with a letter of invitation to participate in the opening discussions regarding the current structure of partner services and the ongoing discussion as to how shared services will be implemented for continuing integrated service delivery for all customers. Because several of the mandated partners were unable to respond to the initial invitation, follow-up emails and telephone calls were made to engage those partners and solicit their input. Following the first two group meetings, efforts to engage largely centered on individual responses with one-on-one communication. Partner submission of paragraphs and additional input for the MOU is largely a result of follow-up outreach efforts.

(If Necessary) Include the steps taken to attempt to reach consensus if the parties did not reach consensus on cost-sharing for the IFA and the state funding mechanism was triggered; and the process to be used among partners to resolve issues related to infrastructure funding during the MOU duration period when consensus cannot be reached.

All parties are in agreement with the established process for cost sharing and the use of third-party funding to reconcile differences. The state mechanism was not activated. All parties are in agreement that the current structure for cost sharing will be applied with quarterly review of all cost sharing activity for further reconciliation, if necessary.

TABLE C
MOU/IFA MEETING AND PLANNING FORM
PROGRAM YEAR 2024

For technical assistance in completing this form, please contact WIOA Policy at wioapolicy@dol.nj.gov.

1. To ensure all required partners in the local area are aware of the submitted contents of this form, the form must be circulated to all required partners. Please indicate here the date by which the preliminary budget will be shared with all required partners: Click or tap to enter a date.

2. Please identify the lead negotiator for the MOU negotiations in your LWDA.

Francis Kuhn
Kuhn_Francis@aclink.org
(609) 485-0153 Ext. 4805
Atlantic County Workforce
Development Board

3. Please identify the impartial budget negotiator in your LWDA.

John Fata
Fata_john@aclink.org
(609) 485-0153 ext. 4806
Atlantic County Workforce
Development Board

4. Please identify the individual responsible for conducting periodic reconciliation of budgeted to actual costs in your LWDA.

John Fata
Same as above.

5. Please identify the frequency at which reconciliation of budgeted to actual costs will occur in your local area (must occur at least semi-annually).

Quarterly

6. Using the fillable table below, please submit information about the meetings that developed the MOU and IFA. Please include:

- a. Title of the meeting;
- b. What was discussed;
- c. Whether the meeting was in-person or remote; and
- d. Date of the meeting.

PRIMARY ACTIVITY IN NEGOTIATIONS	DATE
Meeting held in the conference room of the Pleasantville One Stop. The first meeting was held with In-House state partners. ES, UI, DVR and BSR	10/4/23
Follow-up conversation with UI. Receipt of paragraph for service description.	10/29/23
In Person Meeting with virtual access from partners who could not be present in person. Pleasantville Housing Authority, EHT School, ACCC, FCD.	11/03/23
E-mail and follow-up conversation with ACIT and EHT Schools.	11/6/23
Conversation with DVRS to discuss the MOU/IFA and request the service description.	11/14/23
Follow-up conversations with EHT	11/14/23
Follow-up conversation with BSR for additional discussion regarding partner program narrative and MOU/IFA.	11/14/23
Follow-up conversation with ES manager and BSR to discuss the MOU narrative.	11/16/23
Individual contact with MSFW to identify new leadership and role of PathStone in MOU/IFA	12/4/23
Telephone conversation with Ocean Inc., Channell Wilkins, to discuss the MOU/IFA and request the paragraph describing services provided.	12/20/23

Please select this checkbox if there is a partner agency or individual new to the MOU /negotiations process in your local area that would benefit from a WIOA orientation.

Steps in MOU/IFA Process

References: MOU/IFA Guidance Section 10

1. Notification of Partners

The WDB Chair (or designee) must notify all Parties in writing that it is necessary to renew and execute the MOU, including the IFA, and provide all applicable policies and preceding MOU documents, as applicable.

2. Initial Meeting

The LWDB Chair (or designee) is responsible for convening all required and optional AJC/One Stop Career Center Partners to formally begin negotiations, and to ensure that, at a minimum, all One Stop Career Center Partners from all counties within the LWDB Area are appropriately represented.

3. Negotiations

Partners must submit all relevant documents to the LWDB Chair (or designee) to begin the drafting of the MOU. During a timeframe established by the LWDB in accordance with the timeline provided by the state and NJDOL, additional formal or informal meetings (informational and negotiation sessions) may take place, so long as they are conducted in an open and transparent manner, with pertinent information provided to all Parties.

4. Draft MOU

The LWDB Chair (or designee) must email a complete draft of the MOU to all Parties.

5. Review and Comment upon Conclusion of the Negotiations

Within a timeframe determined by the LWDB, of receipt of the draft MOU, all Parties must review and return feedback to the LWDB Chair (or designee). It is advised that each Party also use this time to allow their respective Legal Departments to review the MOU for legal sufficiency. It is the responsibility of the LWDB Chair (or designee) to ensure all AJC/One Stop Career Center Partners to the MOU are aware of the comments and revisions that are needed.

Steps to Reach Consensus

Partners will make a concerted effort to negotiate the IFA along with the remainder of the MOU, including the overall operating budget, for the LWDB Area AJC/One Stop Career Center Network. In the event that the LWDB cannot reach consensus with a required partner, the State Funding Mechanism is triggered. The State Funding Mechanism cannot be triggered by additional One Stop Partners not reaching consensus. IFAs must include information on the steps the LWDB, CEO, and One Stop Partners took to reach consensus or the assurance that the local area followed the State Funding Mechanism and a description of the process to be used among partners to resolve issues related to infrastructure funding during the MOU duration period when consensus cannot be reached.

Modification Process

Modifications to the MOU require approval of the LWDB and Partners, but not of the Chief Elected Official.

1. Notification - When a Partner wishes to modify the MOU, the Partner must first provide written notification to all signatories of the existing MOU and outline the proposed modification(s).
2. Discussion/Negotiation - Upon notification, the LWDB Chair (or designee) must ensure that discussions and negotiations related to the proposed modification take place with Partners in a timely manner and as appropriate.

If the modification is minor, discussion can take place through email communications of all the Parties. If the proposed modification is extensive and is met with opposition, the LWDB Chair (or designee) may need to call a meeting of the Parties to resolve the issue. Upon agreement of all Parties, a modification will be processed. If the modification involves substitution of a party that will not impact any of the terms of the agreement, it can be accomplished by the original party and the new party entering into an MOU that includes the LWDB, wherein the new party assumes all of the rights and obligations of the original party. Upon execution, the LWDB Chair (or designee) presents the agreement as a proposed modification to the MOU, and the remaining steps are followed. If determined that a Partner is unwilling to agree to the MOU modification, the LWDB Chair (or designee) must ensure that the process in the Dispute Resolution section is followed.

3. Signatures - The LWDB Chair (or designee) must immediately circulate the MOU modification and secure Partner signatures within a designated timeframe such as two weeks from receipt. The modified MOU will be considered fully executed once all signatories have reviewed and signed. The modification may be signed in counterparts, meaning each signatory can sign a separate document as long as the LWDB Chair (or designee) acquires signatures of each party and provides a complete copy of the modification with each party's signature to all the other Parties. During the rollout of an MOU, the LWDB should make all Partners aware of the requirements concerning modification and renewal of the MOU (as outlined in TEGE 16-16, RSA TAC 17-02, and OCTAE Program Memo 17-4). Renewal of an MOU requires all parties to review and agree to all elements of the MOU and re-sign the MOU. Amendment or modification of the MOU only requires the parties to review and agree to the elements of the MOU that changed.

Non-substantive changes to the MOU, such as minor revisions to the budget or adjustments made due to the annual reconciliation of the budget, do not require renewal of the MOU. Substantial changes, such as changes in One Stop Partners, or a change due to the election of a new CEO, will require renewal of the MOU.

Dispute Resolution

The following section details the dispute resolution process designed for use by the Partners when unable to successfully reach an agreement necessary to execute the MOU. A disagreement is considered to have reached the level of dispute resolution when through

thorough and productive discussion, a consensus cannot be reached. It is the responsibility of the CEO to coordinate the MOU dispute resolution to ensure that issues are being resolved appropriately. Any party to the MOU may seek resolution under this process.

1. All Parties are advised to actively participate in local negotiations in a good faith effort to reach agreement. Any disputes shall first be attempted to be resolved informally.
2. Should informal resolution efforts fail, the dispute resolution process must be formally initiated by the petitioner seeking resolution. The petitioner must send a notification to the CEO and all Parties to the MOU regarding the conflict within 10 business days.
3. The CEO shall determine the merit of the dispute and propose a resolution. In the event that the dispute is about contributions to the Infrastructure Funding Agreement, the CEO will indicate that failure to accept the proposed resolution will trigger the State Funding Mechanism.
4. The decision of the CEO shall be final and binding unless such a decision is in contradiction of applicable State and Federal laws or regulations governing the Partner agencies.
5. The right of appeal no longer exists when a decision is final. Additionally, final decisions will not be precedent-setting or binding on future conflict resolutions unless they are officially stated in this procedure.
6. The CEO must provide a written response and dated summary of the proposed resolution to all Parties to the MOU.
7. The CEO will contact the petitioner and the appropriate Parties to verify that all are in agreement with the proposed resolution.

Termination

This MOU will remain in effect until the end date specified in the Effective Period section, unless:

1. All Parties mutually agree to terminate this MOU prior to the end date.
2. Federal oversight agencies charged with the administration of WIOA are unable to appropriate funds or if funds are not otherwise made available for continued performance for any fiscal period of this MOU succeeding the first fiscal period.
3. Any party unable to perform pursuant to MOU due to lack of funding shall notify the other Parties as soon as the party has knowledge that funds may be unavailable for the continuation of activities under this MOU.
4. WIOA is repealed or superseded by subsequent federal law.
5. Local area designation is changed under WIOA.
6. A party breaches any provision of this MOU, and such breach is not cured within thirty (30) days after receiving written notice from the LWDB Chair (or designee) specifying such breach in reasonable detail. In such event, the non-breaching party(s) shall have the right to terminate

this MOU by giving written notice thereof to the party in breach, upon which termination will go into effect immediately.

7. In the event of termination, the Parties to the MOU must convene within thirty (30) days after the breach of the MOU to discuss the formation of the successor MOU. At that time, allocated costs must be addressed.

8. Any party may request to terminate its inclusion in this MOU by following the modification process identified in the Modification Process section above.

9. All Parties agree that this MOU shall be reviewed and renewed not less than once every 3-year period to ensure appropriate funding and delivery of services.

Section 11: General Provisions, Assurances, and Certifications

References: MOU/IFA Guidance, Section 11

This section includes the provisions and assurances to which the Parties agree. It ensures compliance with federal and state laws.

Legal Authority

The Workforce Innovation and Opportunity Act (WIOA) sec. 121(c)(1) requires the Local Board, with the agreement of the Chief Elected Official (CEO), to develop and enter into a Memorandum of Understanding (MOU) between the Local Board and the One Stop Partners, consistent with WIOA Sec. 121(c)(2), concerning the operation of the One Stop delivery system in a local area. This requirement is further described in the Workforce Innovation and Opportunity Act; Joint Rule for Unified and Combined State Plans, Performance Accountability, and the One Stop System Joint Provisions: Final Rule at 20 CFR 678.500, 34 CFR 361.500, and 34 CFR 463.500, and in Federal guidance. Additionally, the sharing and allocation of infrastructure costs among One Stop Partners is governed by WIOA sec. 121(h), its implementing regulations, and the Federal Cost Principles contained in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) at 2 CFR part 200.

Assurances

All Parties to this agreement shall comply with:

1. Section 188 of the WIOA Nondiscrimination and Equal Opportunity Regulations (29 CFR Part 38; Final Rule, published December 2, 2016),
2. Title VI of the Civil Rights Act of 1964 (Public Law 88-352),
3. Section 504 of the Rehabilitation Act of 1973, as amended,
4. The Americans with Disabilities Act of 1990 (Public Law 101-336),
5. The Jobs for Veterans Act (Public Law 107-288) pertaining to priority of service in programs funded by the U.S. Department of Labor,
6. Training and Employment Guidance Letter (TEGL) 37-14, Update on Complying with

Nondiscrimination Requirements: Discrimination Based on Gender Identity, Gender Expression and Sex Stereotyping are Prohibited Forms of Sex Discrimination in the Workforce Development System and other guidance related to implementing WIOA sec. 188,

7. The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR part 99),
8. Confidentiality requirements governing the protection and use of personal information held by the VR agency (34 CFR 361.38),
9. The confidentiality requirements governing the use of confidential information held by the State UI agency (20 CFR part 603), all amendments to each, and all requirements imposed by the regulations issued pursuant to these acts.
10. The above provisions require, in part, that no persons in the United States shall, on the grounds of race, color, national origin, sex, sexual orientation, gender identity and/or expression, age, disability, political beliefs or religion be excluded from participation in, or denied, any aid, care, services or other benefits provided by federal and/or state funding, or otherwise be subjected to discrimination.
11. Additionally, all Parties shall:
 - Collaborate and reasonably assist each other in the development of necessary service delivery protocols for the services outlined in the Partner Services section of the MOU,
 - Agree that the provisions contained herein are made subject to all applicable federal and state laws, implementing regulations, and guidelines imposed on either or all Parties relating to privacy rights of customers, maintenance of records, and other confidential information relating to customers, and
 - Agree that all equipment and furniture purchased by any party for purposes described herein shall remain the property of the purchaser after the termination.

Data Confidentiality

1. All Parties expressly agree to abide by all applicable Federal, State, and local laws and regulations regarding confidential information, including PII from educational records, such as but not limited to 20 CFR Part 603, 45 CFR Section 205.50, 20 USC 1232g and 34 CFR part 99, and 34 CFR 361.38, as well as any applicable State and local laws and regulations. In addition, in carrying out their respective responsibilities, each Party shall respect and abide by the confidentiality policies and legal requirements of all of the other Parties.
2. Each Party will ensure that the collection and use of any information, systems, or records that contain PII, and other personal or confidential information will be limited to purposes that support the programs and activities described in this MOU and will comply with applicable law.
3. Each Party will ensure that access to software systems and files under its control that contain PII, or other personal or confidential information will be limited to authorized staff members who are assigned responsibilities in support of the services and activities described herein and will comply with applicable law. Each Party expressly agrees to take measures to ensure that no PII or other personal or confidential information is accessible by unauthorized individuals.
4. To the extent that confidential, private, or otherwise protected information needs to be

shared amongst the Parties for the Parties' performance of their obligations under this MOU, and to the extent that such sharing is permitted by applicable law, the appropriate data sharing agreements will be created and required confidentiality and ethical certifications will be signed by authorized individuals. With respect to confidential unemployment insurance information, any such data sharing must comply with all of the requirements in 20 CFR Part 603, including but not limited to requirements for an agreement consistent with 20 CFR 603.10, payments of costs, and permissible disclosures.

5. With respect to the use and disclosure of FERPA-protected customer education records and the PII contained therein, any such data sharing agreement must comply with all of the requirements set forth in 20 U.S.C. § 1232g and 34 CFR Part 99.

6. With respect to the use and disclosure of personal information contained in VR records, any such data sharing agreement must comply with all of the requirements set forth in 34 CFR 361.38.

Accessibility

29 CFR 38.13 requires that:

(a) No qualified individual with a disability may be excluded from participation in, or be denied the benefits of a recipient's service, program, or activity or be subjected to discrimination by any recipient because a recipient's facilities are inaccessible or unusable by individuals with disabilities.

(b) All WIOA Title I-financially assisted programs and activities must be programmatically accessible, which includes providing reasonable accommodations for individuals with disabilities, making reasonable modifications to policies, practices, and procedures, administering programs in the most integrated setting appropriate, communication with persons with disabilities as effectively as with others, and providing appropriate auxiliary aids or services, including assistive technology devices and services, where necessary to afford individuals with disabilities an equal opportunity to participate in, and enjoy the benefits of, the program or activity.

Accessibility to the services provided by the American Job Centers and all Partner agencies is essential to meeting the requirements and goals of the One Stop Career Center Network. Job seekers and businesses must be able to access all information relevant to them via visits to physical locations as well as in virtual spaces, regardless of gender, age, race, religion, national origin, disability, veteran's status, or on the basis of any other classification protected under state or federal law.

One Stop Centers will maintain a culture of inclusiveness and the physical characteristics of the facility, both indoor and outdoor, will meet the latest standards of accessible design. Services will be available in a convenient, high traffic, and accessible location, taking into account reasonable distance from public transportation and adequate parking (including parking clearly marked for individuals with disabilities). Indoor space will be designed in an "equal and meaningful" manner providing access for individuals with disabilities.

Monitoring

The LWDB, or its designated staff, officials from the State and Local administrative entities, the U.S. Departments of Labor, Education, and Health and Human Services have the authority to conduct fiscal and programmatic monitoring to ensure that:

1. Federal awards are used for authorized purposes in compliance with law, regulations, and State policies;
2. Those laws, regulations, and policies are enforced properly;
3. Performance data are recorded, tracked, and reviewed for quality to ensure accuracy and completeness;
4. Outcomes are assessed and analyzed periodically to ensure performance goals are met,
5. Appropriate procedures and internal controls are maintained, and record retention policies are followed; and
6. All MOU terms and conditions are fulfilled.

Non-Discrimination and Equal Opportunity

1. All Parties to this MOU should expect regular fiscal and programmatic monitoring to be conducted by each of the above entities, as appropriate.
2. All Parties to this MOU certify that they prohibit, and will continue to prohibit, discrimination, and they certify that no person, otherwise qualified, is denied employment, services, or other benefits on the basis of: (i) political or religious opinion or affiliation, marital status, sexual orientation, gender, gender identification and/or expression, race, color, creed, or national origin; (ii) sex or age, except when age or sex constitutes a bona fide occupational qualification; or (iii) the physical or mental disability of a qualified individual with a disability.
3. The Parties specifically agree that they will comply with Section 188 of the WIOA Nondiscrimination and Equal Opportunity Regulations (29 CFR Part 38; Final Rule December 2, 2016), the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), the Non-traditional Employment for Women Act of 1991, titles VI and VII of the Civil Rights of 1964, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, the Age Discrimination Act of 1967, as amended, title IX of the Education Amendments of 1972, as amended, and with all applicable requirements imposed by or pursuant to regulations implementing those laws, including but not limited to 29 CFR Part 37 and 38.

Indemnification

1. No Partner assumes any responsibility for any other party, State or non-State, for the consequences of any act or omission of any third party. The Parties acknowledge the LWDB and the One Stop Operator have no responsibility and/or liability for any actions of the One Stop Center employees, agents, and/or assignees.
2. Likewise, the Parties have no responsibility and/or liability for any actions of the LWDB or the One Stop Operator.

Severability

If any part of this MOU is found to be null and void or is otherwise stricken, the rest of this MOU shall remain in force.

Drug- and Alcohol-Free Workplace

1. All Parties to this MOU certify they will comply with the Drug-Free Workplace Act of 1988, 41 U.S.C. 702 et seq., and 2 CFR part 182 which require that all organizations receiving grants from any Federal agency maintain a drug-free workplace.
2. The recipient must notify the awarding office if an employee of the recipient is convicted of violating a criminal drug statute.
3. Failure to comply with these requirements may be cause for suspension or debarment under 2 CFR part 180, as adopted by the U.S. Department of Education at 2 CFR 3485, and the U.S. Department of Labor regulations at 29 CFR part 94.

Certification Regarding Lobbying

1. All Parties shall comply with the Byrd Anti-Lobbying Amendment (31 U.S.C. Section 1352), 29 CFR Part 93, and 34 CFR part 82, as well as the requirements in the Uniform Guidance at 2 CFR 200.450.
2. The Parties shall not lobby federal entities using federal funds and will disclose lobbying activities as required by law and regulations.

Debarment and Suspension

All Parties shall comply with the debarment and suspension requirements (E.O. 12549 and 12689) and 2 CFR part 180 and as adopted by the U.S. Department of Labor at 29 CFR part 2998 and by the U.S. Department of Education at 2 CFR 3485.

Buy American Provision

Each Party that receives funds made available under Title I or II of WIOA or under the Wagner-Peyser Act (29 U.S.C. Section 49, et. seq.) certifies that it will comply with Sections 8301 through 8303 of title 41 of the United States Code (commonly known as the "Buy American Act.") and as referenced in WIOA Section 502 and 20 CFR 683.200(f).

Salary Compensation and Bonus Limitation

Each Party certifies that, when operating grants funded by the U.S. Department of Labor, it complies with TEGL 05-06, Implementing the Salary and Bonus Limitations in Public Law 109- 234, and TEGL 09-21, restricting the use of federal grant funds for compensation and bonuses of an individual, whether charged to either direct or indirect, at a rate in excess of the Federal Office of Personnel Management Executive Level II.

Non-Assignment

Except as otherwise indicated herein, no Party may, during the term of this MOU or any renewals or extensions of this MOU, assign or subcontract all or any part of the MOU without prior written consent of all other Parties.

Governing Law

This MOU will be construed, interpreted, and enforced according to the laws of the State of New Jersey. All Parties shall comply with all applicable Federal and State laws and regulations, and Local laws to the extent that they are not in conflict with State or Federal requirements.

Section 12: Summary of Attachments

The following items are attached and included as part of this MOU:

- Narrative description of each partner's services (Section 7) pages 30-37.
- Infrastructure Funding Agreement and Operating Budget (Section 9) page 38
- Partner-Service Matrix (Section 8) page 41

NJ Division of Unemployment Insurance (UI)

New Jersey Unemployment Insurance is a federal/state program to give temporary financial assistance to the dislocated workers who in the state of New Jersey. The professional staff at UI provides our constituents of New Jersey with exemplary customer service and resources to assist them with their unemployment claim. While the core service of unemployment insurance is temporary financial support, we strive to enhance the employability of our constituents by referring them to the New Jersey Division of Employment Services and even the New Jersey Division of Vocational Rehabilitation to give them an equal opportunity for a healthy lifestyle for them and their families. We also agree to share information with UI customers to inform them of the services available through the Employment Services and the One Stop Career Center.

[WFNJ Social Case Management](#)

The social case management team is responsible for completing Comprehensive Social Assessments on WFNJ customers. The Comprehensive Social Assessments are done to assess the work readiness of WFNJ customers. If after completing the Comprehensive Social Assessments the customer is deemed work ready, we transfer the WFNJ customer to the To Work unit for a work activity placement. If the customer is not work ready social case management will assist customers in referring customers to Legal Services of NJ to assist with an SSI application for WFNJ customers that are deferred from a work activity for a year. We also refer customers to SAI/BHI if they identify having a substance abuse or mental health issue. Social Case management unit will refer WFNJ customers to participate in the SAIF program which provides intensive case management to WFNJ customers. WFNJ customers are required to be referred to the SAIF program at 48 months of receiving WFNJ cash assistance unless they have a state approved exemption.

This unit also works very closely with the both the WFNJ To Work unit of the One Stop Career Center and the Atlantic County Workforce Development Board. As we are all located on the same floor and in the same office, we discuss operations and service collaboration on a daily basis.

[New Jersey State Department of Labor & Workforce Development, Employment Service](#)

One-Stop staff have a responsibility under the Wagner-Peyser Act regulations to provide employment services and referrals to supportive services to the public. These services are provided by staff at the Atlantic County One-Stop Career Center, 2 South Main Street in Pleasantville or through off-site outreach activities. The services can be provided by in-person contact with walk ins or through individual/program appointments, and virtually.

These services should include the following:

- Labor exchange services, including Job Search and Referral/Job placement assistance
- Career Counseling, Employment Development Plans, Job Search Skills/Clubs for the enhancement of work search
- Posting of Employer openings, job matching, recruitments activities and job development
- Labor Market Information on in-demand occupations & industry sectors, statics and non-traditional employment
- Migrant Seasonal Farm Worker Outreach Activities
- Veterans Services
- Tuition Free Waiver Services
- Returning Citizens Services
- Referrals to supportive activities, other programs and services with partner agencies
- Co-Enrollment documentation collection

In addition to these services, and as part of the MOU/IFA, the ES team works closely with the members of the local One Stop Career Center, conducting joint re-employment orientations, providing training referrals to those individuals who express an interest in occupational training and work collaboratively with other community organizations to provide workforce development services to members of those communities. We are also involved in meeting the talent acquisition needs of the local employers through joint efforts with the BSR and the workforce development board's job development team.

OCEAN Inc.

Workforce Development partnerships for Atlantic County

Ocean Inc. currently works directly with IDEAL Institute's Youth Opportunity program providing stipends and training subsidies, through CSBG funding, to support income eligible youth to receive practical work experiences in carpentry, food services, technology, music, film and entrepreneurial skill development.

Additionally, we look to provide Home Energy Assistance, Affordable Housing, Counseling and case management services to those participating in workforce development programs as needed. We will work with all partners to identify gaps in services and find resources to help clients reach their career and self-sufficiency goals.

The Pleasantville Housing Authority (PHA) provides affordable housing for up to 500 low and moderate-income households under its Housing Choice Voucher (Section 8) Program, utilizing both Tenant Based and Project Based assistance funded by the Department of Housing and Urban Development (HUD). The PHA's primary jurisdiction is the City of Pleasantville but is authorized to operate within Atlantic County. The PHA also offers resident and supportive services for its senior population to include empowerment activities and assistance in becoming economically self-sufficient. In addition, similar self-sufficiency services are offered to non-seniors that link residents with training opportunities, job placement organizations and local employers.

The partnership between Atlantic County Workforce Development and Training Center (ACWDTC) and Egg Harbor Township Schools has enabled the district to permanently integrate pre-apprenticeship programming into the public school system curriculum, meeting the occupational skills training, sustainable wage, and career growth needs of diverse and underserved populations, and providing a talent pipeline for Southern New Jersey employers.

As an approved intermediary, ACWDTC assists Egg Harbor Township Schools – the largest district in Atlantic County – in the development of registered apprenticeship programs for youth. As such, ACWDTC has worked in conjunction with the district to build and implement new skill-based career pathways for students and out-of-school youth that do not require a college education. The partnership includes access to ACWDTC's Summer Youth Employment program, assistance with curriculum development, preparatory processes, the training required to accelerate vocational education programming for Egg Harbor Township youth and facilitating outcomes as students and out-of-school youth transition from pre-apprenticeship training to registered apprenticeship careers. ACWDTC provides Individual Service Strategy (ISS) services including assistance with the reasonable cost of transportation, referrals for childcare and other family need-based services, and assistance with uniforms and equipment associated with the employment, if the youth participant is eligible and has completed an Individual Service Strategy (ISS) application with the agency. ACWD also provides direct assistance to the district's employer partners who are pursuing Registered Apprenticeship Program Sponsor (RAPS) status.

NEW JERSEY YOUTH CORPS (NJYC)

Summary of Partner and Services: New Jersey Youth Corps is one of the largest youth service and conservation corps in the United States. Youth Corps is a year-round, voluntary program that engages out-of-school youth (ages 16 to 25) without a high school diploma in full-time community service, training, and educational activities. Guided by staff who serve as mentors and role models, teams of youth called "crews" carry out a wide range of service projects. In return for their efforts to restore and strengthen communities, Corps members receive:

- Education development in basic skills and assistance in obtaining a high school diploma.
- Work experience opportunities through community service projects, which develop positive employability skills while addressing unmet community needs.
- Life skills and employability skills instruction.
- Personal and career counseling to build self-esteem, clarify values, and develop leadership skills while developing a career portfolio.
- Supportive services to resolve employment barriers and support program participation.

- Transition services and continuing support services for transitioning to college, training, employment, or other quality placements to continue career development beyond NJYC.
- Stipends and incentives while enrolled in Youth Corps.

Participant Information: Targeted population Eligibility

Out-of-school youth, 16 -25 years old, without a high school diploma. NJ residency, proof of out-of-school status, proof of age.

How customers/clients access services: Word-of-mouth, referrals from local agencies. Interested youth contact their local NJYC site to begin interest intake, then are invited to attend pre-corps orientation. Upon successful completion of orientation (meeting local NJYC site’s attendance/behavior/engagement requirements), they are selected to enroll in NJYC.

Summary of processes for Intake and referral for services: NJYC requires that each participant completes academic assessments at intake and completes an Individual Service Strategy with an NJYC counselor at time of enrollment.

Data systems used: System for Administering Grants Electronically (SAGE). Grantees report extensive participant data profiles in SAGE - includes demographic info, barriers to employment, initial intake info, participation hours, supportive services, and education and placement achievements.

Summary of ongoing contact/case management: Personalized, ongoing case management with one-on-one counseling sessions at minimum every two weeks.

Areas/Topics in which partner can cross-train to WDB: NJYC requirements, expectations, and referral process.

Areas/Topics in which partner would like cross-training from WDB: AOSOS registration, services for English Language Learners, individual training (ITA) opportunities, supportive services and other resources.

The purpose of this document is to describe the services and partnership offered to the Workforce Development Board by the NJDOL Business Services Representative. This document is not intended to be exhaustive, and duties and programs are subject to change.

Community Partner Distribution List

The BSR will share updates and upcoming events with the WDB director through a "Community Partner" distribution email list. This list is used to communicate job leads, recruitment events, job fairs, training opportunities, etc. In addition, the BSR will include the One-Stop Manager, One-Stop Operator, County Business Outreach / Job Development office, and other key staff as appropriate.

Meeting Invitations

The BSR will attend monthly or quarterly WDB meetings. The BSR will participate in WDB and business services-related meetings and will represent NJDOL to provide information as it relates to NJDOL programs, services, and incentives. BSR will answer questions related to NJDOL policy or provide direction to key Department staff who can provide those answers.

The BSR will participate in relevant WDB committee meetings to remain informed of local economic and labor market conditions and information.

Introduction to Employer Industry Leaders

The BSR will familiarize local industry leaders and employers with the WDB, its many functions, and the various services marketed by NJDOL. The BSR will identify positive additions to the WDB Board when vacancies occur, and/or will market board membership to local industry leaders.

Two-Way Communication

The BSR will ensure there is a system in place for employer-assisted referrals to go in both directions from WDB to BSR and vice-versa, based on employer needs. The BSR will work closely with the County Business Outreach / Job Development office and related staff to maintain healthy lines of communication.

Collaboration

The BSR will work with the local WDB Director and WDB staff to build long-term relationships with the business community through successful marketing of the One-Stop Career Center System including various departmental programs and services to the top employers located in the County. This support includes identifying new businesses as well as current businesses that are actively working with BSRs to support current human capital needs through job fairs, apprenticeship, and other training offerings that align with State Sector strategies.

The BSR will work closely with the County Business Outreach / Job Development office to provide joint outreach and marketing of One-Stop and WDB services and programs to local industry.

The BSR will provide Rapid Response services to local area employers who file a WARN notification and elect to receive such services and will invite WDB representatives to present information regarding their offerings as well.

Atlantic County Institute of Technology

The Atlantic County Workforce Development and Training Center continues to provide youth and adults with secondary and post-secondary career and employment opportunities. These programs include but are not limited to the Learn, Earn and Explore WIOA program, YTTW programs and the Summer Youth Employment Program. In addition, they provide career training and employment opportunities to our diverse Atlantic County population for all ages. The Atlantic County Workforce Development Board leads pertinent committees such as the healthcare and youth investment board committee that are a necessity for student success.

NJ Division of Vocational Rehabilitation Services (DVR)

The New Jersey Division of Vocational Rehabilitation Services (NJ DVR) provides services and support to help New Jersey residents with disabilities prepare for, find, and maintain employment. Our agency works directly with individuals to develop career goals and identify the supports they need to succeed in the workplace.

We take a person-centered approach, focusing on everyone's strengths, resources, priorities, concerns, abilities, capabilities, interests, and informed choice.

Working closely as a team, the individual, their counselor, and other partners such as medical professionals develop an Individualized Plan for Employment.

This plan outlines the services, accommodations, training, and other assistance the individual will receive from NJ DVR.

Some of the key services we provide include: vocational counseling and guidance, job coaching, resume and interview preparation, vocational training programs, interpreter services for those with hearing loss, assistive technology evaluations and equipment, transportation assistance, and more.

The goal is to help each individual overcome barriers to employment and obtain a good job that matches their qualifications and interests.

To best serve our communities, NJ DVR engages in ongoing cross-training and collaboration with partner agencies. We regularly share information and coordinate services with organizations such as One-Stop Career Centers, educational institutions, mental health providers, and disability support groups. Cross-training helps ensure a warm hand-off and continuity of services for individuals moving between our agencies. It also prevents duplication of efforts.

Marketing and outreach are important responsibilities for NJDVRs. We aim to raise awareness of the services available through our division and help more jobseekers with disabilities learn about the supports they are eligible for. Some of our outreach strategies include attending community events, developing informational materials for distribution, conducting presentations, meeting with employer groups, and utilizing social and traditional media. Partnering with other agencies on outreach allows us to spread the word about vocational rehabilitation to even more people.

In summary, through individualized services, cross-agency collaboration, and active marketing, NJDVRs strives to empower New Jersey residents with disabilities to find sustainable employment that matches their skills and goals.

National Farmworker Jobs Program and Senior Community Service Employment Program

The National Farmworker Jobs Program (NFJP) is a nationally directed, locally administered program of services for migrant and seasonal farmworkers and their dependents. Career Services and Training grant recipients help farmworkers, and their dependents acquire the necessary skills to either stabilize or advance in their agricultural jobs or obtain employment in new industries. NFJP is an integral part of the public workforce system and a partner in the nationwide network of American Job Centers. Additionally, NFJP partners with the Monitor Advocate System to ensure farmworkers have equitable access to career services, skill development, and workforce protections offered by American Job Centers so they may improve their living and working conditions.

Senior Community Service Employment Program (SCSEP) provides subsidized, part-time, work-based community service training for lower-income workers over 55 that face barriers to employment. Program participants work 15-20 hours a week in a community service assignment .

While USDOL regulations prohibit SCSEP participants from replacing paid workers, we have found many agencies benefit from having participants fill supportive roles to assist current staff that they otherwise could not fund. The SCSEP program is a partnership designated to meet the needs of our NJ older workers, employers, local non-profits, and State/Local government agencies.

MOU Targeted Questions

1. The services that each partner provides – The following sentence services are provided to participants:

- A. Basic Career Services
- B. Individual Career services
- C. Education/Training services
- D. Individualized Education Program (IEP)
- E. Supportive Services
- F. Assistance with obtaining/ retaining unsubsidized employment

3. The method(s) the partner uses to provide services (in-person, virtually, through cross-trained partners, through direct linkage)

- A. Co-enrollments provide an opportunity to link services and resources.

4. Strategies for cross-training other staff and partners

- A. Partners are individually cross trained on eligibility criteria and available services and discuss co-enrollment opportunities.
- B. Participating in partner meetings is utilized to exchange information and identify opportunities for program and staff integration.

5. The partner's role in outreach, recruitment, and marketing

- A. Developed an opportunity to provide an opportunity to partner with WDB outreach staff to disseminate program materials and deliver informational sessions.
- B. Outreach to inner-city neighborhoods, social service providers, minority-based community centers, low-income housing complexes, faith-based organizations, radio/television stations, newspapers, and local businesses are best practices to reach the population and provide program information.
- C. Social media platforms enhance marketing efforts and allow the sharing of partners' service information.

6. The partner's contributions to programmatic accessibility

- A. Marketing brochures are available in English, Spanish, and Haitian Creole.
- B. Yearly staff training on Nondiscriminatory policies and procedures provides a recap of state and federal laws.
- C. Handicap-accessible facilities, transportation services, and telecommunications relay service are available for eligible individuals.

7. The partner's contributions to any priorities of service and/or to targeting special populations

PathStone Corporation

- A. PathStone's programs are considered special populations under the U.S. Department of Labor (i.e., seniors, youth, Migrant and Seasonal Farmworkers).
- B. PathStone's maintains a diverse and multilingual workforce, which enhances the accessibility of services.
- C. Yearly staff training on Nondiscriminatory policies and procedures provides a recap of state and federal laws.
- D. Handicap-accessible facilities, transportation services, and telecommunications relay service are available for eligible individuals.

Atlantic Cape Community College

Atlantic Cape Community College acts as the lead agency for the Atlantic/Cape May Consortium of the Workforce Investment Opportunity Act Title 2 grant. Atlantic Cape Community College and Literacy New Jersey offer literacy services to the residents of Atlantic County. Literacy New Jersey provides Adult Basic Literacy classes in reading and mathematics to low-level learners. This instruction is provided through one-on-one tutoring. Literacy New Jersey also provides basic English as a Second Language classes in small group settings. Atlantic Cape provides English as a Second Language classes ranging from Basic Beginner to

Intermediate High and College Pathways 3 and 4. The two College Pathways courses are designed for students who have a goal of entering post-secondary education but lack the academic skills to be successful. These two courses focus on grammar, advanced writing, and speaking and prepare students to transition into post-secondary education.

Two Integrated Education and Training (IET) Courses are also offered under WIOA Title 2. Atlantic Cape's Bilingual Gaming course uses a contextualized curriculum to simultaneously provide instruction in ESL, blackjack, workforce readiness, and guest service. Students who complete the course will obtain Atlantic Cape's Casino Career Institute's Blackjack Certificate and the American Hotel and Lodging Association's Certified Guest Service Professional Certification. Many students then enroll in a second IET, Bilingual Gaming, which provides successful students with two additional gaming certificates, Roulette and Carnival Games. Both these IETs are free of charge. Upon completion of their IET, students audition with casino employers.

Atlantic Cape also provides Adult Basic Skills classes for students who score less than 6th grade on the Comprehensive Adult Student Assessment System (CASAS). CASAS is one of the approved assessments used by the New Jersey Department of Labor and Workforce Development and all New Jersey One-Stop Career Centers. CASAS indicates a student's readiness to take the GED examination and provides a functioning level in reading and mathematics required for students entering post-secondary training and career programs funded by One-Stop. GED classes are offered for students scoring above 6th grade, preparing them to pass the GED examination. Atlantic Cape also receives Interlocal funding through the One Stop System to offer Adult Basic Skills classes for clients enrolled in TANF/SNAP/GA, UI, and Youth Services programs.

The literacy programs offered under WOA Title 2 and Interlocal agreements receive and initiate referrals through the One-Stop system. Students are co-enrolled with services including Adult, Dislocated Worker, and Youth (Title I), TANF/GA/SNAP, Senior Services, Vocational Rehabilitation (Title IV), and mental health and substance use service providers. Title 2 staff keep in close contact with the One Stop System staff to ensure the student's education goals are met, allowing them to begin the next step in their employment or educational plan.

Literacy services are provided at Atlantic Cape's Worthington Atlantic City Campus. They are offered on a variety of days and times. The Title 2 Program Director is a Workforce Development Board's Literacy Committee member. Each year, the Title 2 grant is submitted to the Literacy Committee for review to ensure the literacy services being funded are consistent with the local WDB plan.

Atlantic Cape Community College: The Strengthening Career and Technical Education for the 21st Century (Perkins V) Act is a federal education program that invests in secondary and post-secondary career and technical education (CTE) programs. Funds granted through this program are dedicated to increasing learner access to high-quality CTE programs of study, focusing on alignment across grades 5-12, post-secondary, and the workforce; program improvement; and economic development. Atlantic Cape Community College uses Perkins funds to strengthen career pathways between secondary and post-secondary education, including opportunities for dual enrollment, work-based learning, and industry-valued credential attainment. Funds are also used to ensure programs are relevant and innovative and prepare students for high-skill, high-wage, high-demand careers in Atlantic and Cape May counties. Atlantic Cape has 54 career and technical education degree and certificate programs eligible for Perkins funding. These programs are developed and facilitated by academically prepared faculty and staff with subject matter expertise in related disciplines.

Total Partner Contributions - By Allocation Base

Partner Program	On-Site Partner (Yes or No)	Total Square Footage Cost	Additional Infrastructure Costs *	FTE Cost **	Customers Served Cost ***	Total
State of New Jersey						\$0
- UIC	Yes	\$61,232	\$0			\$61,232
- DVRS	Yes	\$142,055				\$142,055
- ES	Yes	\$189,956	\$457,505			\$647,461
Atlantic County						\$0
- WDB Title 1	Yes	\$169,993	\$253,846			\$423,839
- FCD WFNJ	Yes	\$0	\$0			\$0
- NJYC	Yes	\$11,302	\$0			\$11,302
						\$0
- Non WIOA	No	\$198,728				\$198,728
						\$0
						\$0
						\$0
						\$0
Total						1484617

Note: The allocation base for on-site (co-located) partners can be based on square footage/square footage ratios.

Note: Grand totals for each table must equal.

* Additional infrastructure costs include utilities and maintenance not included in the Total Square Footage Costs, Equipment, and Technology. Contributions can be allocated based on square footage ratios for on-site partners.

** FTE costs are based on the average cost (salary and benefits) for a staff working in a job title or function

*** Customers Served Cost is generally only applicable to non-co-located partners whose customers use the physical One-Stop. Costs attributable to these customers include infrastructure costs for shared space such as public access, services such as attributed to intake and assessment, and similar. The cost allocable to non-co-located partners is the ratio of the partner customers using the physical One-Stop to the universe of customers using the One-Stop multiplied by the Total One-Stop Operating Budget.

Total Partner Contributions - By Cost Category

Partner Program	On-Site Partner (Yes or No)	Infrastructure Costs	Shared Services Cost	Career Services Cost	Square Footage Occupied	Total
State of New Jersey						\$0
- UIC	Yes	\$61,232	\$0			\$61,232
- DVRS	Yes	\$142,055	\$0			\$142,055
- ES	Yes	\$189,956	\$457,505			\$647,461
Atlantic County						\$0
- WDB Title 1	Yes	\$169,993	\$253,846			\$423,839
- FCD WFNJ	Yes	\$0	\$0			\$0
- NJYC	Yes	\$11,302	\$0			\$11,302
						\$0
- Non WIOA	No	\$198,728				\$198,728
						\$0
						\$0
						\$0
						\$0
Total						1484617

Note: Grand totals for each table must equal.

Partner- Service Matrix

New Jersey Local WIOA Planning: Partner-Service Matrix										
Please use the matrix below to identify key areas in which individual partners will contribute to service integration. The regional and local plan must offer an overarching strategy for how different partners can and will contribute to operations and service delivery in your local One Stop Career Centers. The specifics of these agreements will be determined through the subsequent development of Memoranda of Understanding (MOU) and Infrastructure Funding Agreements (IFA). This matrix serves as tool in linking plan development and MOU/IFA processes as your LWDA engages required and additional partners in building a system of services and supports for jobseekers, workers, and employers.										
Please assess the anticipated/ideal involvement of each individual partner in contributing to each service and support area listed (1=Minimal Involvement, 2=Some Involvement, 3=Extensive Involvement). SETC and NJDOL encourage prioritizing specific service areas that match partner service strengths and assets.										
Required Partners	Participant Outreach/ Recruitment	Assessment/Plan Development/ Career Counseling	Job Preparation, Search, and Placement	Ongoing Case Management	Classroom Training	Work-Based Learning	Supportive Services	Employer Engagement	Staff Cross-Training	Other Services/ Supports (Please Specify)
Title I Adult	3	3	3	3	3	3	3	3	3	
Title I Dislocated Worker	3	3	3	3	3	3	3	3	3	
Title I Youth	3	3	3	3	3	3	3	3	3	
Title II Adult Education/Literacy	3	3	1	2	3	1	2			
Title III Wagner-Peyser	3	3	3	2	3	2	1	2	2	
Title IV Vocational Rehabilitation	2	3	3	3	1	2	3	2		
Title III Unemployment Compensation	1	1						1	1	
WorkFirst New Jersey	3	3	3	3	2	3	3	3	3	
Migrant and Seasonal Farmworkers Program	3	3	2	3	1	2	3	2	1	
Trade Adjustment Assistance (TAA) Program	3	2	3	2	3	2	3	3	1	
Senior Community Service Employment Program	3	3	3	3	1	1	3	2	2	
Jobs for Veterans State Grant	3	3	3	3	1	1	2	3	1	
Rentry Employment Opportunities	2	3	3	3	1	1	2	3	1	
Title I Job Corps	2	3	2	2	3	1	2	2	2	
Title I YouthBuild	2	2	1	3	2	1	3	2	1	
HUD Employment and Training	2	2	2	3	1	1	2	2	1	
HHS Employment and Training	2	3	2	3	2	1	1	1	1	
NJDOL Business Services	2	2	3	2	1	2	1	3	1	
New Jersey Youth Corps (NJYC)	3	3	3	3	3	1	3	1	1	
Pathways to Recovery	3	3	3	3	2	2	3	3	1	
Pre-Apprenticeship in Career Education (PACE)	3	3	3	2	2	3	2	3	2	
Growing Apprenticeships in Nontraditional Sectors (GAINS)	3	3	3	3	3	2	2	3	2	

Section 13: Authority and Signature

Each Partner agency signatory should sign and date their own signature page for incorporation into the fully executed MOU/IFA.

By signing my name below, I, _____ certify that I have read the above information. All of my questions have been discussed and answered satisfactorily.

My signature certifies my understanding of the terms outlined herein and agreement with (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

By signing this document, I also certify that I have the legal authority to bind my agency to the terms of (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

I understand that this MOU may be executed in counterparts, each being considered an original, and that this MOU expires either on December 30, 2027, or upon amendment, modification, or termination.

Signature:

Date:

Name and Title:

Dennis Levinson Atlantic County Executive

Agency Name:

Atlantic County CEO

Partner Programs Represented:

Agency Contact Information:

609.345.6700

Section 13: Authority and Signature

Each Partner agency signatory should sign and date their own signature page for incorporation into the fully executed MOU/IFA.

By signing my name below, I, _____ certify that I have read the above information. All of my questions have been discussed and answered satisfactorily.

My signature certifies my understanding of the terms outlined herein and agreement with (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

By signing this document, I also certify that I have the legal authority to bind my agency to the terms of (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

I understand that this MOU may be executed in counterparts, each being considered an original, and that this MOU expires either on December 30, 2027, or upon amendment, modification, or termination.

Signature:

Date:

Name and Title:

Agency Name:

Partner Programs Represented:

SCSEP (Senior Community Service Employment)

Agency Contact Information:

Section 13: Authority and Signature

Each Partner agency signatory should sign and date their own signature page for incorporation into the fully executed MOU/IFA.

By signing my name below, I, _____ certify that I have read the above information. All of my questions have been discussed and answered satisfactorily.

My signature certifies my understanding of the terms outlined herein and agreement with (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

By signing this document, I also certify that I have the legal authority to bind my agency to the terms of (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

I understand that this MOU may be executed in counterparts, each being considered an original, and that this MOU expires either on December 30, 2027, or upon amendment, modification, or termination.

Signature:

Date:

Name and Title:

Agency Name:

Partner Programs Represented:

NJ Division of Vocational Rehabilitation Services (DVR)

Agency Contact Information:

Section 13: Authority and Signature

Each Partner agency signatory should sign and date their own signature page for incorporation into the fully executed MOU/IFA.

By signing my name below, I, _____ certify that I have read the above information. All of my questions have been discussed and answered satisfactorily.

My signature certifies my understanding of the terms outlined herein and agreement with (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

By signing this document, I also certify that I have the legal authority to bind my agency to the terms of (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

I understand that this MOU may be executed in counterparts, each being considered an original, and that this MOU expires either on December 30, 2027, or upon amendment, modification, or termination.

Signature:

Date:

Name and Title:

Agency Name:

Partner Programs Represented:

Title III Wagner Peyser

Agency Contact Information:

Section 13: Authority and Signature

Each Partner agency signatory should sign and date their own signature page for incorporation into the fully executed MOU/IFA.

By signing my name below, I, _____ certify that I have read the above information. All of my questions have been discussed and answered satisfactorily.

My signature certifies my understanding of the terms outlined herein and agreement with (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

By signing this document, I also certify that I have the legal authority to bind my agency to the terms of (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

I understand that this MOU may be executed in counterparts, each being considered an original, and that this MOU expires either on December 30, 2027, or upon amendment, modification, or termination.

Signature:

Date:

Name and Title:

Agency Name:

Partner Programs Represented:

NJDOL Business Services

Agency Contact Information:

Section 13: Authority and Signature

Each Partner agency signatory should sign and date their own signature page for incorporation into the fully executed MOU/IFA.

By signing my name below, I, _____ certify that I have read the above information. All of my questions have been discussed and answered satisfactorily.

My signature certifies my understanding of the terms outlined herein and agreement with (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

By signing this document, I also certify that I have the legal authority to bind my agency to the terms of (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

I understand that this MOU may be executed in counterparts, each being considered an original, and that this MOU expires either on December 30, 2027, or upon amendment, modification, or termination.

Signature: _____

Date: _____

Name and Title: _____

Agency Name: _____

Partner Programs Represented: Title III Unemployment Compensation

Agency Contact Information: _____

Section 13: Authority and Signature

Each Partner agency signatory should sign and date their own signature page for incorporation into the fully executed MOU/IFA.

By signing my name below, I, _____ certify that I have read the above information. All of my questions have been discussed and answered satisfactorily.

My signature certifies my understanding of the terms outlined herein and agreement with (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

By signing this document, I also certify that I have the legal authority to bind my agency to the terms of (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

I understand that this MOU may be executed in counterparts, each being considered an original, and that this MOU expires either on December 30, 2027, or upon amendment, modification, or termination.

Signature: _____

Date: _____

Name and Title: _____

Agency Name: _____

Partner Programs Represented: Jobs for Veteran State Grants

Agency Contact Information: _____

Section 13: Authority and Signature

Each Partner agency signatory should sign and date their own signature page for incorporation into the fully executed MOU/IFA.

By signing my name below, I, _____ certify that I have read the above information. All of my questions have been discussed and answered satisfactorily.

My signature certifies my understanding of the terms outlined herein and agreement with (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

By signing this document, I also certify that I have the legal authority to bind my agency to the terms of (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

I understand that this MOU may be executed in counterparts, each being considered an original, and that this MOU expires either on December 30, 2027, or upon amendment, modification, or termination.

Signature:

Date:

Name and Title:

Agency Name:

Partner Programs Represented:

REO (Reentry Employment Opportunities)

Agency Contact Information:

Section 13: Authority and Signature

Each Partner agency signatory should sign and date their own signature page for incorporation into the fully executed MOU/IFA.

By signing my name below, I, _____ certify that I have read the above information. All of my questions have been discussed and answered satisfactorily.

My signature certifies my understanding of the terms outlined herein and agreement with (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

By signing this document, I also certify that I have the legal authority to bind my agency to the terms of (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

I understand that this MOU may be executed in counterparts, each being considered an original, and that this MOU expires either on December 30, 2027, or upon amendment, modification, or termination.

Signature:

Date:

Name and Title:

Agency Name:

Partner Programs Represented:

Division of Vocational Rehabilitation Services (DVR)

Agency Contact Information:

Section 13: Authority and Signature

Each Partner agency signatory should sign and date their own signature page for incorporation into the fully executed MOU/IFA.

By signing my name below, I, _____ certify that I have read the above information. All of my questions have been discussed and answered satisfactorily.

My signature certifies my understanding of the terms outlined herein and agreement with (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

By signing this document, I also certify that I have the legal authority to bind my agency to the terms of (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

I understand that this MOU may be executed in counterparts, each being considered an original, and that this MOU expires either on December 30, 2027, or upon amendment, modification, or termination.

Signature:

Date:

Name and Title:

Agency Name:

Partner Programs Represented:

Pre-Apprenticeship in Career Education (PACE)

Agency Contact Information:

Section 13: Authority and Signature

Each Partner agency signatory should sign and date their own signature page for incorporation into the fully executed MOU/IFA.

By signing my name below, I, _____ certify that I have read the above information. All of my questions have been discussed and answered satisfactorily.

My signature certifies my understanding of the terms outlined herein and agreement with (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

By signing this document, I also certify that I have the legal authority to bind my agency to the terms of (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

I understand that this MOU may be executed in counterparts, each being considered an original, and that this MOU expires either on December 30, 2027, or upon amendment, modification, or termination.

Signature:

Date:

Name and Title:

Agency Name:

Partner Programs Represented:

Growing Apprenticeship in Nontraditional Sectors (GAINS)

Agency Contact Information:

Section 13: Authority and Signature

Each Partner agency signatory should sign and date their own signature page for incorporation into the fully executed MOU/IFA.

By signing my name below, I, _____ certify that I have read the above information. All of my questions have been discussed and answered satisfactorily.

My signature certifies my understanding of the terms outlined herein and agreement with (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

By signing this document, I also certify that I have the legal authority to bind my agency to the terms of (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

I understand that this MOU may be executed in counterparts, each being considered an original, and that this MOU expires either on December 30, 2027, or upon amendment, modification, or termination.

Signature:

Date:

Name and Title:

Agency Name:

Partner Programs Represented:

Judiciary Opportunities for Building Success (JOBS)

Agency Contact Information:

Section 13: Authority and Signature

Each Partner agency signatory should sign and date their own signature page for incorporation into the fully executed MOU/IFA.

By signing my name below, I, _____ certify that I have read the above information. All of my questions have been discussed and answered satisfactorily.

My signature certifies my understanding of the terms outlined herein and agreement with (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

By signing this document, I also certify that I have the legal authority to bind my agency to the terms of (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

I understand that this MOU may be executed in counterparts, each being considered an original, and that this MOU expires either on December 30, 2027, or upon amendment, modification, or termination.

Signature:

Date:

Name and Title:

Agency Name:

Partner Programs Represented:

Agency Contact Information:

Section 13: Authority and Signature

Each Partner agency signatory should sign and date their own signature page for incorporation into the fully executed MOU/IFA.

By signing my name below, I, Doug Cotter certify that I have read the above information. All of my questions have been discussed and answered satisfactorily.

My signature certifies my understanding of the terms outlined herein and agreement with (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

By signing this document, I also certify that I have the legal authority to bind my agency to the terms of (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

I understand that this MOU may be executed in counterparts, each being considered an original, and that this MOU expires either on December 30, 2027, or upon amendment, modification, or termination.

Signature: Doug Cotter

Date: 3-4-2024

Name and Title: Doug Cotter, CEO

Agency Name: Grant Associates

Partner Programs Represented: _____

Agency Contact Information: Nisha Jackson, VP
njackson@grantassociatesinc.com
757-329-1755

Section 13: Authority and Signature

Each Partner agency signatory should sign and date their own signature page for incorporation into the fully executed MOU/IFA.

By signing my name below, I, _____, certify that I have read the above information. All of my questions have been discussed and answered satisfactorily.

My signature certifies my understanding of the terms outlined herein and agreement with (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

By signing this document, I also certify that I have the legal authority to bind my agency to the terms of (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

I understand that this MOU may be executed in counterparts, each being considered an original, and that this MOU expires either on December 30, 2027, or upon amendment, modification, or termination.

Signature: Doug Cotter

Date: 3-4-2024

Name and Title: Doug Cotter, CEO

Agency Name: Grant Associates

Partner Programs Represented: _____

Agency Contact Information: Nisha Jackson, VP
njackson@grantassociatesinc.com
757-329-1755

Section 13: Authority and Signature

Each Partner agency signatory should sign and date their own signature page for incorporation into the fully executed MOU/IFA.

By signing my name below, I, Channell Wilkins, certify that I have read the above information. All of my questions have been discussed and answered satisfactorily.

My signature certifies my understanding of the terms outlined herein and agreement with (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

By signing this document, I also certify that I have the legal authority to bind my agency to the terms of (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

I understand that this MOU may be executed in counterparts, each being considered an original, and that this MOU expires either on December 30, 2027, or upon amendment, modification, or termination.

Signature:



Date:

3/12/2024

Name and Title:

Channell Wilkins

Agency Name:

O.C.E.A.N INC

Partner Programs Represented:

CSBL

Agency Contact Information:

(732) 244-5333, cwilkins@oceaninc.org

Section 13: Authority and Signature

Each Partner agency signatory should sign and date their own signature page for incorporation into the fully executed MOU/IFA.

By signing my name below, I, J. Forrest Gilmore certify that I have read the above information. All of my questions have been discussed and answered satisfactorily.

My signature certifies my understanding of the terms outlined herein and agreement with (check all that apply):

The MOU

The Operating Budget and Infrastructure Funding Agreement

By signing this document, I also certify that I have the legal authority to bind my agency to the terms of (check all that apply):

The MOU

The Operating Budget and Infrastructure Funding Agreement

I understand that this MOU may be executed in counterparts, each being considered an original, and that this MOU expires either on December 30, 2027, or upon amendment, modification, or termination.

Signature:

J. Forrest Gilmore

Date:

2/14/2024

Name and Title:

J. Forrest Gilmore Dept. Head

Agency Name:

Atlantic County Dept. of Family and Community Dev.

Partner Programs Represented:

WFNS

Agency Contact Information:

1333 Atlantic Ave Atlantic City NJ 08401

Section 13: Authority and Signature

Each Partner agency signatory should sign and date their own signature page for incorporation into the fully executed MOU/IFA.

By signing my name below, I, Rev. Dr. Odinga L. Maddox, II certify that I have read the above information. All of my questions have been discussed and answered satisfactorily.

My signature certifies my understanding of the terms outlined herein and agreement with (check all that apply):

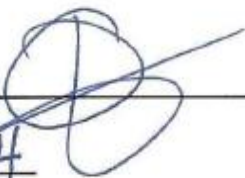
- The MOU
- The Operating Budget and Infrastructure Funding Agreement

By signing this document, I also certify that I have the legal authority to bind my agency to the terms of (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

I understand that this MOU may be executed in counterparts, each being considered an original, and that this MOU expires either on December 30, 2027, or upon amendment, modification, or termination.

Signature:



Date:

2/09/2024

Name and Title:

Rev. Dr. Odinga L. Maddox, II, Youth Coordinator

Agency Name:

New Jersey Youth Corps of Atlantic County Government

Partner Programs Represented:

Agency Contact Information:

Email: maddox_odinga@aclink.org Tel: 609-485-0052 Ext. 4810

Section 13: Authority and Signature

Each Partner agency signatory should sign and date their own signature page for incorporation into the fully executed MOU/IFA.

By signing my name below, I, Andrea Steinberg _____ certify that I have read the above information. All of my questions have been discussed and answered satisfactorily.

My signature certifies my understanding of the terms outlined herein and agreement with (check all that apply):

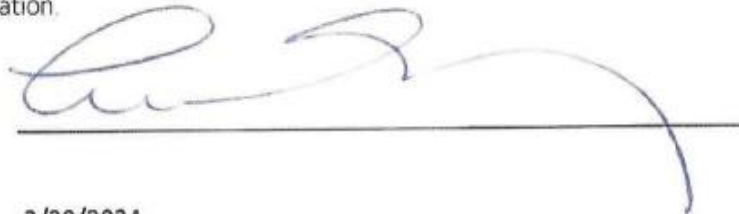
- The MOU
- The Operating Budget and Infrastructure Funding Agreement

By signing this document, I also certify that I have the legal authority to bind my agency to the terms of (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

I understand that this MOU may be executed in counterparts, each being considered an original, and that this MOU expires either on December 30, 2027, or upon amendment, modification, or termination.

Signature:



Date:

2/20/2024

Name and Title:

Andrea Steinberg, LCSW Chief Executive Officer

Agency Name:

Jewish Family Service of Atlantic County

Partner Programs Represented:

Supported Employment, Bridges, Pre-ets

Agency Contact Information:

609 822-1108 Nina Stolzenberg, Ph.D.

Section 13: Authority and Signature

Each Partner agency signatory should sign and date their own signature page for incorporation into the fully executed MOU/IFA.

By signing my name below, I, Dave Caracciolo certify that I have read the above information. All of my questions have been discussed and answered satisfactorily.


My signature certifies my understanding of the terms outlined herein and agreement with (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

By signing this document, I also certify that I have the legal authority to bind my agency to the terms of (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

I understand that this MOU may be executed in counterparts, each being considered an original, and that this MOU expires either on December 30, 2027, or upon amendment, modification, or termination.

Signature: 

Date: 02/15/2024

Name and Title: Dave Caracciolo, Executive Director

Agency Name: Pleasantville Housing Authority

Partner Programs Represented: Housing

Agency Contact Information: Dave Caracciolo Ph. (609) 646-3023

Section 13: Authority and Signature

Each Partner agency signatory should sign and date their own signature page for incorporation into the fully executed MOU/IFA.

By signing my name below, I, Dhiren Parikh, certify that I have read the above information. All of my questions have been discussed and answered satisfactorily.


My signature certifies my understanding of the terms outlined herein and agreement with (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

By signing this document, I also certify that I have the legal authority to bind my agency to the terms of (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

I understand that this MOU may be executed in counterparts, each being considered an original, and that this MOU expires either on December 30, 2027, or upon amendment, modification, or termination.

Signature: 

Date: 2/20/2024

Name and Title: Dhiren Parikh, Director

Agency Name: Ideal Institute of Technology

Partner Programs Represented: OSY, WFNJ, JOBS, NJLEADS, PACE, Apprenticeships; Career Training in IT, Construction, Advanced Manufacturing, Film Production, Entrepreneurship

Agency Contact Information: Ren Parikh, 732-429-4403, 609-318-8009, ren@iitnj.edu; info@iitnj.edu

Section 13: Authority and Signature

Each Partner agency signatory should sign and date their own signature page for incorporation into the fully executed MOU/IFA.

By signing my name below, I, _____ certify that I have read the above information. All of my questions have been discussed and answered satisfactorily.

My signature certifies my understanding of the terms outlined herein and agreement with (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

By signing this document, I also certify that I have the legal authority to bind my agency to the terms of (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

I understand that this MOU may be executed in counterparts, each being considered an original, and that this MOU expires either on December 30, 2027, or upon amendment, modification, or termination.

Signature:

DocuSigned by:
Barbara Gaba
88C64A44DE3D46A...

Date:

2/26/2024

Name and Title:

Dr. Barbara Gaba, President

Agency Name:

Atlantic Cape Community College

Partner Programs Represented:

All Atlantic Cape Academic and Workforce Development programs

Agency Contact Information:

Sherwood Taylor, staylor@atlanticcape.edu

Section 13: Authority and Signature

Each Partner agency signatory should sign and date their own signature page for incorporation into the fully executed MOU/IFA.

By signing my name below, I, L. Minnett Santiago certify that I have read the above information. All of my questions have been discussed and answered satisfactorily.

My signature certifies my understanding of the terms outlined herein and agreement with (check all that apply):

- MOU
- The Operating Budget and Infrastructure Funding Agreement

By signing this document, I also certify that I have the legal authority to bind my agency to the terms of (check all that apply):

- The MOU
- The Operating Budget and Infrastructure Funding Agreement

I understand that this MOU may be executed in counterparts, each being considered an original, and that this MOU expires either on December 30, 2027, or upon amendment, modification, or termination.

Signature:



Date:

02/20/2024

Name and Title:

L. Minnett Santiago, Senior Director New Jersey Operations

Agency Name:

PathStone Corporation

Partner Programs Represented:

National Farmworker Jobs Program and Senior Community Service Employment Program

Agency Contact Information:

L. Minnett Santiago
76 W. Landis Avenue Ste. B – C
Vineland NJ 08360
T: 856-696-1000 ext. 124
msantiago@pathstone.org

Moten_Sherrise

From: Nina Stolzenberg <nstolzenberg@jfsatlantic.org>
Sent: Friday, February 16, 2024 9:36 AM
To: Moten_Sherrise; Kuhn_Francis
Cc: Bianca Migliacci; Ann Thoresen
Subject: MOU

**** WARNING:** This email originated from outside of the Atlantic County Government Email System. DO NOT CLICK links or open attachments unless you recognize the sender and are expecting the email. Please make sure the actual sending email address is what you are expecting not just sender name. **

Good morning Sherrise,

In reviewing the MOU/IFA two things came to my attention.
First, our agency's legal name is Jewish Family Service of Atlantic County
Please have the document changed to have the correct name.

Also, JFS is listed as an additional partner. Throughout the document
There are a number of activities listed throughout the MOU as expected of "partners" without
indicating which type of partner (i.e., mandated, additional).
Some activities I do not believe apply to JFS and others which may. I have included 2 examples
below. Please provide
Additional clarification as to which sections JFS is agreeing to when the document is signed.

Thank you,

Nina

I believe does not apply (p. 16)

1. *Partners will provide the LWDB with the following information no later than fifteen (15) days after the end of each quarter, as applicable:*
 - a. *Quarterly cost information and documentation of the actual costs,*
 - b. *Updated staffing information (per the 1st day of the 1st month of each quarter), and*
 - c. *Actual customer participation numbers (per the last day of the last month of each quarter).*

May well apply (p.25)

All Parties to this agreement shall comply with:

1. *Section 188 of the WIOA Nondiscrimination and Equal Opportunity Regulations (29 CFR Part 38; Final Rule, published December 2, 2016),*
2. *Title VI of the Civil Rights Act of 1964 (Public Law 88-352),*
3. *Section 504 of the Rehabilitation Act of 1973, as amended,*



Nina Stolzenberg, Ph.D.
Director of Vocational Services
Jewish Family Service of Atlantic & Cape May Counties
607 North Jerome Avenue
Margate, NJ 08402
P: 609-822-1108 x 135
F: (609) 822-1106
E: nstolzenberg@jfsatlantic.org
jfsatlantic.org

Please consider the environment before printing this email

The information contained in this e-mail, and any attachments thereto, are intended for the confidential use of the addressee(s) named herein. If you are not an addressee or an authorized agent responsible for delivering this e-mail to a designated addressee, you are hereby notified that any dissemination, distribution or copying of this e-mail and any attachments thereto is strictly prohibited. If you have received this e-mail in error, please notify the sender immediately at the phone number or e-mail address above. Thank you.

Moten_Sherrise

From: Minnett Santiago <msantiago@pathstone.org>
Sent: Tuesday, February 20, 2024 10:08 AM
To: Moten_Sherrise
Cc: Kuhn_Francis
Subject: MOU IFA One Stop Career Partners 2024
Attachments: NJMOUandIFATemplateDecember2022 Final-Draft.docx

**** WARNING:** This email originated from outside of the Atlantic County Government Email System. DO NOT CLICK links or open attachments unless you recognize the sender and are expecting the email. Please make sure the actual sending email address is what you are expecting not just sender name. **

Hello,

Please see attached MOU, I have added some comments to the document on p. 12 and p. 35. I would like to add PathStone Corporation to be next to the programs to help identify who is administering them in the county. I would like to request PathStone Corporation's Senior Community Service Employment program to be listed in the chart of partners.

Any questions please let me know, have a great day!

L Minnett Santiago, CWDP
Senior Director
New Jersey Operations
PathStone Corporation
76 W. Landis Avenue, Ste. B-C
Vineland NJ 08360
office: (856) 696-1000 Ext. 124
Fax: (856) 696-4892
Email: msantiago@pathstone.org
www.pathstone.org



Local education agencies i.e. high schools can also provide Pre-ETS to students. These services cannot be duplicated. Pre-Employment Transition Services do not require a formal application, but students have to be "known" to DVRS before services can begin.

National Farmworker Jobs Program and Senior Community Service Employment Program

Commented [MS2]: Add PathStone Corporation

The National Farmworker Jobs Program (NFJP) is a nationally directed, locally administered program of services for migrant and seasonal farmworkers and their dependents. Career Services and Training grant recipients help farmworkers, and their dependents acquire the necessary skills to either stabilize or advance in their agricultural jobs or obtain employment in new industries. NFJP is an integral part of the public workforce system and a partner in the nationwide network of American Job Centers. Additionally, NFJP partners with the Monitor Advocate System to ensure farmworkers have equitable access to career services, skill development, and workforce protections offered by American Job Centers so they may improve their living and working conditions.

Commented [MS3]: Add PathStone Corporation

Senior Community Service Employment Program (SCSEP) provides subsidized, part-time, work-based community service training for lower-income workers over 55 that face barriers to employment. Program participants work 15-20 hours a week in a community service assignment.

Commented [MS4]: Add PathStone Senior Community Service Employment Program

While USDOL regulations prohibit SCSEP participants from replacing paid workers, we have found many agencies benefit from having participants fill supportive roles to assist current staff that they otherwise could not fund. The SCSEP program is a partnership designated to meet the needs of our NJ older workers, employers, local non-profits, and State/Local government agencies

MOU Targeted Questions

1. The services that each partner provides – The following sentence services are provided to participants:

- A. Basic Career Services
- B. Individual Career services
- C. Education/Training services
- D. Individualized Education Program (IEP)
- E. Supportive Services
- F. Assistance with obtaining/ retaining unsubsidized employment

3. The method(s) the partner uses to provide services (in-person, virtually, through cross-trained partners, through direct linkage)

- A. Co-enrollments provide an opportunity to link services and resources.

4. Strategies for cross-training other staff and partners

- A. Partners are individually cross trained on eligibility criteria and available services and discuss co-enrollment opportunities.

Partner Overview

TABLE B PARTNER INFORMATION

A. Required Partners	Federal	Contact Person/Signatory	Contact Information	Service Provision Method
Title I Adult, Dislocated Worker, and Youth Programs		Francis Kuhn Executive Director ACWDB	2 S. Main St. Pleasantville, NJ 609-485-0153 ext. 4805 kuhn_francis@aclink.org	In Person and Virtually
Title I NFIP (National Farmworker Job Program)/MSFW (Migrant and Seasonal Farmworker)		Minette Santiago Senior Director of Training and Employment Services	Pathstone Corporation-NJ Operations, 76 W. Landis Ave., Ste C, Vineland, NJ 08360	In person and virtually
Title I Job Corps		N/A		
Title I Youth Build		N/A		
Title III Unemployment Compensation		Brenda Kelly Manager, Pleasantville Office	2 S. Main St. Pleasantville, NJ	In-Person Telephonically
Title III Wagner-Peyser		Paul McClellan Manager ES (609)-813-3929	2 S. Main St. Pleasantville, NJ Paul.mcclellan@dol.nj.gov	In-Person and virtual
SCSEP (Senior Community Service Employment)		Vernon Letson Workforce 55+ Vernon.letson@dol.nj.gov	2. South Main St. Pleasantville, NJ (609) 813-3933	In-person
TAA Program (Trade Adjustment Assistance)		Mary Bailey	Vineland ES Office 856-238-6724 Mary.Bailey@dol.nj.gov	In person
Jobs for Veteran State Grants		Richard Schaeffer James Mosby DVOF	2 S. Main St. Pleasantville, NJ 609 813-3913 609 813 3907	In person
REO (Reentry Employment Opportunities)		Laura Caruena	2 S. Main St. Pleasantville, NJ 609-813-3904 Laura.Caruenaa@dol.nj.gov	In person
Title II AEFLA (Adult Education and Family Literacy Act) program		Barbara Kozek Director, Adult Literacy and Integrated Education programs Atlantic Cape Community College.	1535 Bacharach Blvd Atlantic City, NJ 08401 bkozek@atlanticape.edu 609-343-4713	In Person, virtually
Title IV State VR (Vocational Rehabilitation) Service program (generally Commission for the Blind and Visually Impaired [CBVI])		Candace Titanski Manager, Atlantic/Cape May DVRS	2 S. Main St. 1 st Fl., Ste 2 Pleasantville, NJ 08232 Candacc.titanski@dol.nj.gov 609-813-3933	In person, virtually (by appointment)
CTE (Career technical education programs) at postsecondary level - Carl D. Perkins Act		Dr. Barbara Gabba President, Atlantic Cape Community College.	Atlantic Cape Community College, 5100 E. Black Horse Pike, Mays Landing, NJ 08330 bgaba@atlantic.edu 609-625-1111	In-Person and virtually
HUD (Housing and Urban Development) Employment and Training programs		David Caracciolo Executive Director Pleasantville Housing Auth.	168 N. Main St. Pleasantville, NJ 609-646-3023 dcaracciolo@pleasantville-ha.org	In-person, virtual and telephonically
HHS (Health and Human Services) Employment and training activities carried out under Community Services Block Grant		Channell Wilkins CEO Ocean Inc.	40 Washington St. Toms River, NJ 08754 cwilkins@oceaninc.org 732-244-5333	In-person and virtually

Commented [MS1]: Delete duplicate entry for MSFW and add PathStone SCSEP program

Moten_Sherrise

From: Titanski, Candace [DOL] <Candace.Titanski@dol.nj.gov>
Sent: Friday, February 16, 2024 1:28 PM
To: Moten_Sherrise
Subject: RE: MOU IFA One Stop Career Partners 2024
Attachments: MOU DVRS description.docx

**** WARNING:** This email originated from outside of the Atlantic County Government Email System. DO NOT CLICK links or open attachments unless you recognize the sender and are expecting the email. Please make sure the actual sending email address is what you are expecting not just sender name. ******

Hello Sherrise,

Attached is the DVR narrative that needs to be in the MOU (as per DVR’s Leadership/Assistant Director Helen Liu). It looks like a different one is in the MOU.

Also, remember that DVR leadership has requested that co-enrollment wording include:

As mentioned in the MOU Partners meeting, DVR managers have been informed that we must use the same MOU DVRS description. Please see attached.

Partners are to co-enroll all customers eligible for multiple One Stop Partner programs based on the customer’s need for those services. Co-enrolled customers must be served through an integrated case management system in one, or combination of, the following methods:Since we don’t use a single sign on system or AOSOS with other partners and RSA restrictions, co-enrollment is on a case by case and informed choice based on clients’ desire and individual needs.

As per DVR’s Assistant Director, it is the manager’s responsibility to review the MOU, but the final MOU will be signed in Central Office (CO/Trenton).

Candace

Candace Titanski, MS, CRC
Manager, Division of Vocational Rehabilitation Services
Atlantic and Cape May Counties
2 South Main St, 1st Floor, Ste. 2
Pleasantville, NJ 08232
Phone: (609) 813-3933
Fax: (609)813-3959
Email: Candace.Titanski@dol.nj.gov

This e-mail, including any attachments, may be intended solely for the personal and confidential use of the recipient(s) named above. This message may include advisory, consultative and/or deliberative material and, as such, would be privileged and confidential and not a public document. Any information in this e-mail identifying a client of the Division of Vocational Rehabilitation Services is confidential. If you have received the e-mail in error, you must not review, transmit, convert to hard copy, copy, use or disseminate this e-mail or any attachments to it and you must delete this message. You are requested to notify the sender by return e-mail

Intentionally left blank