

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

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**SUBMITTAL DATE:**  
September 13, 2012

**FROM:** Economic Development Agency

**SUBJECT:** Workforce Innovation Funding Recommendations for the Linking Innovation Knowledge & Employment Project Director

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Ratify \$300,000 in Workforce Innovation Fund (WIF) funding to the grant-designated Linking Innovation Knowledge & Employment (@LIKE) Project Director, Strumpf Associates, as a subrecipient; and
2. Authorize the Assistant County Executive Officer/EDA or designee to execute a four-year agreement with subrecipient Strumpf Associates, subject to approval as to form by County Counsel.

**BACKGROUND:** (Commences on Page 2)

Robert Field  
Assistant County Executive Officer/EDA

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 131,040	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2012/13

**COMPANION ITEM ON BOARD AGENDA:** No

<b>SOURCE OF FUNDS:</b> (Federal Funds from U.S. Dept. of Labor Workforce Innovation Fund)	<b>Positions To Be Deleted Per A-30</b>	<input type="checkbox"/>
	<b>Requires 4/5 Vote</b>	<input type="checkbox"/>

**C.E.O. RECOMMENDATION:** APPROVE

**County Executive Office Signature** BY: Serena Chow  
Serena Chow

**Prev. Agn. Ref.:** 3.11 of 7/17/12 | **District:** All | **Agenda Number:** 3.16

FISCAL PROCEDURES APPROVED  
 PAUL ANGULO, CPA, AUDITOR-CONTROLLER  
 BY: Samuel Wong 9/13/12  
 SAMUEL WONG  
 Department of Administration  
 DATE: 9/13/12  
 FORM APPROVED-COUNTY COUNSEL  
 BY: Annie T. Sahhar 9/11/12  
 ANNIET. SAHCHAR

Dep't Recomm.:  Consent  Policy   
 Per Exec. Ofc.:  Consent  Policy

**BACKGROUND:** On July 17, 2012, The Riverside County Board of Supervisors accepted a \$6,000,000 Federal WIF Grant. The Riverside County Economic Development Agency (EDA) - Workforce Development Division will serve as the lead agency for the @LIKE project, which includes Riverside, San Bernardino, and Imperial counties.

The @LIKE project will serve 675 young adults who have been disconnected from education or employment for at least 90 days, are age 18 to 24, and who are either low-income, gang-involved, an ex-offender, on aid or a veteran.

The Department of Labor's Solicitation of Grant Proposals required a Project Director whose qualifications were sufficient to ensure proper management of all grant activities, including timely reporting, the ability to manage a strategic partnership and understand how the program design will impact the significant national evaluation component. Because of the size and scope of the @LIKE project, the grant team determined that although internal staff has background in the elements and qualifications required, not one person possessed all the qualifications. As such, it was determined that a dedicated external project director should be utilized that had a comprehensive background in youth/young adult programs and could manage this program. Strumpf Associates is named as the Project Director in the @LIKE proposal due to Strumpf's extensive knowledge and background in youth/young adult programs, strategic partnerships and familiarity with Department of Labor grants that included evaluation components. Strumpf Associates possesses the necessary Project Director qualifications pursuant to the Workforce Investment Board criteria.

As a subrecipient under the WIF grant, Strumpf Associates will:

1. Manage the successful planning and implementation of WIF @LIKE Grant program elements in accordance with the Department of Labor approved work plan.
2. Be the principal person responsible for coordinating all program activities.
3. Analyze and evaluate program operations and implement actions to meet designed plans.
4. Ensure that program goals and objectives are met by assigning work effectively and efficiently to all grant partners.
5. Communicate effectively with the grant consortia, all partners associated with the program as well as with the public.
6. Be responsible for developing and ensuring quality assurance and utilization of reports for improvement in processes and results.
7. Develop the grant Steering Committee structure and responsibilities.
8. Provide oversight and grant support to ensure milestones and responsibilities are met.
9. Develop, implement and deploy the program's public communication plan.
10. Facilitate an environment of open communication and information sharing.
11. Define and coordinate the sustainability plan for the program.
12. Provide oversight to the three county grant coordinators, and their partners.
13. Coordinate the evaluation plan across all counties in cooperation with the @LIKE evaluation contractor.

(Continued)

**BACKGROUND:** (Continued)

The Assistant County Executive Officer/EDA or designee will execute a four-year agreement for the use of grant funds for Project Director with subrecipient Strumpf Associates, not to exceed a total of \$300,000, subject to approval as to form by County Counsel. The period of performance for the use of these grant funds for Project Director is July 1, 2012 through October 31, 2016. It is estimated that the subrecipient will spend \$131,040 during the fiscal year 2012/13.