

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



**ITEM: 3.13
(ID # 30219)**

MEETING DATE:
Tuesday, May 12, 2026


FROM : HOUSING AND WORKFORCE SOLUTIONS

SUBJECT: HOUSING AND WORKFORCE SOLUTIONS/WORKFORCE DEVELOPMENT DIVISION (HWS/WDD): Ratify and Approve the attached Amended and Restated Memorandum of Understanding with Partners, pursuant to the Workforce Innovation and Opportunity Act for Local Workforce Development Area service and America's Job Center of California collaboration commencing July 1, 2025, and terminating June 30, 2028; All Districts. [\$0]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify and approve the attached Amended and Restated Memorandum of Understanding (MOU) with Partners, pursuant to the Workforce Innovation and Opportunity Act of 2014 (WIOA) for Local Workforce Development Area service and America's Job Center of California collaboration commencing July 1, 2025, and terminating June 30, 2028;
2. Authorize the Chair of the Board, or designee, to execute the MOU documents on behalf of HWS/WDD, for the period commencing July 1, 2025, and terminating June 30, 2028;
3. Authorize the Director of HWS, or designee, to take all steps necessary to execute the MOU, including, but not limited to, (a) sign necessary documents to implement the MOU during the term, (b) sign amendments modifying the MOU that stay within the intent of the MOU, subject to County Counsel approval as to form; and
4. Direct the Clerk of the Board to retain one (1) original copy of the MOU and return two (2) original copies of the MOU to HWS/WDD for distribution.

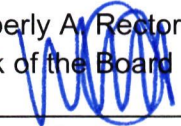
ACTION: Policy


Heidi Marshall, Director 4/16/2026

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Gutierrez, seconded by Supervisor Perez and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Medina, Spiegel, Washington, Perez, and Gutierrez
Nays: None
Absent: None
Date: May 12, 2026
xc: HWS/WDD

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

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

FINANCIAL DATA	Current Fiscal Year	Next Fiscal Year	Total Cost:	Ongoing Cost
COST	\$ 0	\$ 0	\$ 0	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: N/A			Budget Adjustment:	No
			For Fiscal Year: 25/26-27/28	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

On May 20, 2025 (Minute Order 3.29), the Board of Supervisors executed the Workforce Innovation and Opportunity Act (WIOA) Partner Memorandum of Understanding (Original MOU) on behalf of Housing and Workforce Solutions, Workforce Development Division (HWS/WDD) in accordance with requirements and regulations established by the United States Department of Labor (DOL) and the California Economic Development Department (EDD) as part of the Workforce Innovation and Opportunity Act of 2014.

Pursuant to the execution of the Original MOU, HWS/WDD conducted an annual review and reconciliation to ensure continued compliance with DOL and EDD requirements. As a result, and in an effort to retain compliance, HWS/WDD is seeking approval of the attached Amended and Restated WIOA Partner Memorandum of Understanding (MOU) from the Board of Supervisors.

This MOU formalizes the collaboration among required partners in the local workforce development system, outlining each partner’s roles, responsibilities, and contributions to the operation of the America’s Job Center of California network. The MOU has been updated to reflect current DOL and EDD requirements, clarify partner commitments, and incorporate revised cost-sharing methodologies for infrastructure and shared services. These updates ensure continued alignment with WIOA regulations and support the efficient, integrated delivery of workforce services to job seekers and employers.

Approval of the MOU will maintain HWS/WDD compliance, strengthen partnerships among system stakeholders, and support the ongoing operation of a coordinated, customer-centered workforce system throughout Riverside County.

Impact on Residents and Businesses

The proposed MOU enables HWS/WDD and its partners in the local workforce development system to continue providing a wide array of workforce and employment-related services and resources to Riverside County residents and employers.

Attachment

- Amended and Restated WIOA Partner Memorandum of Understanding

Stacey Pena
Stacey Pena, EO Management Analyst 5/4/2026

Aaron Gettis
Aaron Gettis, Chief Deputy County Counsel 4/30/2026



*COUNTY OF RIVERSIDE
WORKFORCE DEVELOPMENT BOARD*

*AMENDED AND RESTATED MEMORANDUM OF UNDERSTANDING WITH PARTNERS
PURSUANT TO THE
WORKFORCE INNOVATION AND OPPORTUNITY ACT OF 2014*

MAY 12 2026

3.13

PREAMBLE

This Amended and Restated Memorandum of Understanding (“MOU”), made on the 1st day of July, 2025 is an operational agreement entered into by the Riverside County Workforce Development Board (“WDB”) and the Required Partners and Additional Partners (individually, a “Partner”, and collectively, the “Partners”), as identified in Attachment A, to create a partnership to provide comprehensive, integrated workforce development services to businesses and jobseekers in the Local Workforce Development Area (“LWDA”) in accordance with the Workforce Innovation and Opportunity Act (“WIOA”) and its implementing regulations. Any capitalized terms not defined herein shall have the meaning ascribed to such term in this MOU and WIOA and its implementing regulations.

RECITALS

WHEREAS, the parties previously entered into that certain Memorandum of Understanding effective July 1, 2025 (“Original MOU”), to define the continuing roles and responsibilities of each partner as mutually agreed by the Partners for the operation of the America’s Job Center of California (“AJCC”) One-Stop Delivery System in WIOA LWDA: Riverside County as required under WIOA; and

WHEREAS, the parties desire to amend and restate the Original MOU in its entirety to modify certain terms and conditions and incorporate such modifications into a single document reflecting updated responsibilities and program requirements while continuing their collaborative relationship; and

WHEREAS, this Amended and Restated MOU supersedes, replaces, and terminates the Original MOU in its entirety; provided, however, that any rights, obligations, or liabilities accrued under the Original MOU prior to the execution of this Amended and Restated MOU shall remain in full force and effect; and

WHEREAS, WIOA Section 121(c) requires that each Local Workforce Development Board (“LWDB”), with the agreement of the Area’s Chief Elected Official (“CEO”), develop and enter into a Memorandum of Understanding between the LWDB and all the entities that serve as Partners in the Riverside County AJCC One-Stop Delivery System that operate in each LWDB’s Local Area; and

WHEREAS, WIOA Section 121(b)(1) identifies the federal programs and requires that the services and activities under each of those programs must be made available through each Local Area’s AJCC One-Stop Delivery System. The entities that receive the federal funds for each of these programs and/or have the responsibility to administer the respective programs in the LWDA are Required Partners under WIOA Section 121(b)(1); and

WHEREAS, WIOA Section 121(b)(2) prescribes how entities that provide programs other than those required under WIOA Section 121(b)(1)(B) may participate in a Local Area’s AJCC One-Stop Delivery System as “Additional Partners” and provide the services available under their programs through the AJCC One-Stop Delivery System; and

WHEREAS, per WIOA Section 121(b)(2)(A) both the Required and Additional Partners are included as parties to the MOU. Therefore, all entities that participate in a Local Area’s AJCC One-Stop Delivery System as AJCC Partners, whether Required or Additional, must be parties to this MOU and must abide by the terms prescribed herein and by all applicable federal, state, and local rules, and state public orders, plans, and policies as applicable and authorized under the Partner’s program and in keeping with federal guidelines; and

WHEREAS, WIOA Section 121(b)(1)(A)(iv) indicates that the requirements of each Partner’s authorizing legislation continue to apply under the AJCC One-Stop Delivery System and that participation in said system is in addition to other requirements applicable to each Partner’s program under each authorizing law; and

WHEREAS, the Department of Labor (“DOL”) is the federal agency responsible for the administration of the workforce development programs— including WIOA; and

WHEREAS, the DOL recognizes the County of Riverside, through its Housing and Workforce Solutions/Workforce Development Division, as the Administrative Entity responsible for the administration and oversight of workforce development and employment-related programs in Riverside County — including WIOA.

NOW, THEREFORE, in consideration of the mutual covenants and agreements set forth herein, the parties agree as follows:

Agreement Period

This MOU shall be in effect from July 1, 2025, through June 30, 2028, unless otherwise terminated, as provided in the Termination Article XXII. The MOU will be reviewed, at a minimum, every year to identify any substantial changes that have occurred and shall automatically renew, unless otherwise changed or terminated, as provided in the Termination Article XXII. The budgets outlining infrastructure cost for each AJCC in the Local Workforce Development Area, (Riverside County) and the other shared cost allocated to each Partner based on the agreed upon Cost Allocation methodology shall be reviewed on a yearly basis. The initial determination of the budgets for infrastructure costs for each AJCC and the shared cost allocated to each Partner shall be reconciled against actual costs incurred and adjusted accordingly.

The recitals set forth above are true and correct and incorporated herein by this reference.

Co-located AJCC Partners Participating in Agreement to Share Infrastructure Cost

Comprehensive AJCC #1 Riverside
1325 Spruce Street
Riverside, California 92507

Partners Co-located at this AJCC:

- Employment Development Department – Wagner-Peyser /TAA / Veterans
- Goodwill Industries of Southern California
- Riverside County Housing and Workforce Solutions – Workforce Development Division

Comprehensive AJCC #2 Indio
44-199 Monroe Street
Indio, California 92201

Partners Co-located at this AJCC:

- Employment Development Department – Wagner-Peyser / TAA / Veterans / Migrant Seasonal Farm Workers
- Riverside County Housing and Workforce Solutions – Workforce Development Division
- Indio Youth Opportunity Center, Goodwill Industries of Southern California

Comprehensive AJCC #3 Hemet
749 State Street
Hemet, California 92543

Partners Co-located at this AJCC:

- Employment Development Department – Wagner-Peyser / TAA / Veterans
- Riverside County Housing and Workforce Solutions – Workforce Development Division

Comprehensive AJCC #4 Moreno Valley
12625 Frederick St. Ste. K-3
Moreno Valley, CA 92553

Partners Co-located at this AJCC

- City of Moreno Valley
- Employment Development Department – Wagner-Peyser /TAA / Veterans
- Riverside County Housing and Workforce Solutions – Workforce Development Division

Affiliate AJCC #5 Blythe
1 College Drive
Blythe, CA 92225

Partners Co-located at this AJCC

- Employment Development Department – Wagner-Peyser/Veterans

Vision of AJCC One-Stop Delivery System

The AJCC One-Stop Delivery System envisions a comprehensive, accessible, and collaborative workforce network that connects job seekers, employers, and community partners. Our goal is to empower individuals of all backgrounds, including youth, adults, dislocated workers, veterans, and underrepresented populations—to achieve meaningful, sustainable employment and career growth.

Through a seamless integration of WIOA core programs and partner services, we strive to:

- Provide high-quality career guidance, training, and supportive services tailored to individual needs.
- Foster strong partnerships with employers to identify labor market opportunities and build a skilled workforce.
- Ensure equitable access to resources for all community members, including those facing barriers to employment.
- Promote collaboration among one-stop partners to maximize program efficiency, avoid duplication of services, and share infrastructure resources.

Ultimately, the AJCC One-Stop Delivery System serves as a bridge between talent and opportunity, creating pathways that lead not only to jobs but to career advancement, economic stability, and community prosperity.

Mission of AJCC One-Stop Delivery System

Collaborating to create infinite opportunities and lasting prosperity for individuals and employers of Riverside County through an all-inclusive access point.

The AJCC One-Stop Delivery System is dedicated to building a seamless, customer-centered workforce network that connects residents and businesses to the resources they need to thrive. Through strategic collaboration among WIOA partners and community stakeholders, the AJCC aims to:

- Foster demand-driven skill attainment by providing training and education aligned with local labor market needs, ensuring individuals are prepared for in-demand careers.
- Promote upward mobility for all Californians by removing barriers, offering career pathways, and supporting lifelong learning and advancement.
- Align, coordinate, and integrate programs and services to maximize efficiency, enhance access, and provide a holistic approach to workforce development.

- Connect customers to employment pathways through individualized guidance, employer partnerships, and comprehensive support services that lead to sustainable employment and career growth.

Through these efforts, the AJCC One-Stop Delivery System serves as a central hub for opportunity, empowerment, and economic prosperity, fostering a skilled workforce that meets the needs of Riverside County's employers while supporting the success of its residents.

Required Partners in this MOU include local/regional representatives of the following programs:

- WIOA Title I – Adult, Dislocated Worker, Youth
- WIOA Title II – Adult Education & Literacy
- WIOA Title III – Wagner-Peyser Employment Services
- WIOA Title IV – Vocational Rehabilitation
- Carl D. Perkins Career & Technical Education
- Title V – Older Americans Act / SCSEP
- Job Corps
- Native American Programs (WIOA Section 166)
- Migrant & Seasonal Farmworkers (WIOA Section 167)
- Veterans Programs
- YouthBuild
- Trade Adjustment Assistance (TAA)
- Unemployment Insurance
- Temporary Assistance for Needy Families (TANF / CalWORKs)
- Community Services Block Grant (CSBG)
- Housing & Urban Development (HUD) Employment/Training Programs
- Second Chance / Reentry Programs

Article I: America's Job Center of California System Description- Programs, Services and Delivery

Overview & General Description

WIOA Section 121(b)(1)(B) identifies the programs, services and related activities that must be provided through the AJCC One-Stop Delivery System in each Local Area. WIOA Section 121(c)(2) requires this MOU to include a description of the services that will be provided through the Local Area's AJCC One-Stop Delivery System and to identify the service delivery method(s) each partner shall use to deliver the services. This MOU shall also identify the career services, training, and employer services that each Partner will provide to ensure that all parties' responsibilities are clearly identified herein.

All LWDBs are required to establish and operate local AJCC One-Stop Delivery Systems in accordance with WIOA Section 121, with the WIOA State Plan, and with the WIOA Local Plan for their respective local areas.

WIOA Section 134(c) lists the services and activities that must be provided through the AJCC One-Stop Delivery System. WIOA Section 107(d) gives the LWDBs the responsibility for oversight of the AJCC One-Stop Delivery System in each Local Area and requires the LWDBs to describe the activities and functions of the AJCC service delivery system and to prescribe the guidelines for carrying out these responsibilities in the WIOA Local Plan.

Article II: Partner Responsibilities

- A. WIOA Section 121(b) lists the minimum responsibilities of all Required Partners under WIOA. For consistency, all Partners to this MOU shall assume the responsibilities identified below, unless inconsistent with the federal law and regulations that authorize the Partner program or as otherwise specified in this **Article II**.
1. Make career services provided under the Partner's program available to individuals through the Area's AJCC One Stop Delivery System in accordance and as defined in **Article XXIV** of this MOU.
 2. Remain as a party or Partner to this MOU throughout the MOU period identified above in the **Agreement Period Section** in order to participate as an AJCC Partner per WIOA Section 121(c).
 3. Participate in the operation of the AJCC One Stop Deliver System in accordance with the terms of this MOU and with the requirements of authorizing laws per WIOA Section 121(b)(1)(B).
 4. Required Partners shall provide representation on the WDB per WIOA Section 121(b)(1). Additional Partners may be recommended by the WDB and participate on the Area's WDB, subject to appointment by the Riverside County Board of Supervisors ("CEO").
 5. The Partners shall participate in joint planning, planning, planning development, and modification of activities to accomplish the following:
 - a. Continuous partnership building.
 - b. Adherence to state and federal program requirements.
 - c. Responsiveness to local and economic conditions, including employer needs.
 - d. Adherence to common data collection and reporting needs.
 - e. Adherence to strategic planning principles adopted by WIOA for long-range planning, including the requirement for continuous improvement.
 - f. Diligence in developing coordinated local leadership in workforce development through:
 - i. Responsiveness to participant/customer needs;
 - ii. Maintenance of system infrastructure;
 - iii. Shared technology and information, according to confidentiality requirements in the Confidentiality Section of this MOU;

- iv. Performance management to measure the success of the local AJCC One-Stop system overall and enhance performance in a spirit of quality management and continuous improvement.
6. Make the CalJOBSsm service(s) applicable to the Partner program available to customers through the AJCC One-Stop Delivery System.
 7. Participate in the operation of the AJCC One-Stop Delivery System, consistent with the terms of the MOU and requirements of authorized laws.
 8. Participate in capacity building and staff development activities in order to ensure that all Partners and staff are adequately cross-trained, and that Partners with customers accessing the system have the tools to promote and support such access.
- B. In addition to the minimum responsibilities required under WIOA as identified in section A of this Article, Partner responsibilities shall include:
1. Provide priority of service to veterans and covered spouses for any qualified job training program pursuant to the Jobs for Veterans Act as prescribed in 38 U.S.C. Section 4215.
 2. Compliance with WIOA and all federal, state, and local laws, regulations, rules, policies and plans applicable to Partners in their respective roles under this MOU and as consistent with the rules that govern each Partner's respective program. Each Partner expressly agrees to notify LWDB of any changes to the rules governing its respective program that impact the Partner's performance under this MOU. LWDB shall communicate the changes to the AJCC One-Stop Operators and any other affected Partners.
 3. Each Partner shall ensure compliance by its staff members who work in the AJCC of AJCC policies and procedures. If a conflict exists between the AJCC's personnel policies and a Partner's personnel policies, the Partner's policies shall prevail.
 4. Use of common practices and procedures; forms and documents; software systems or applications; and other forms of media as agreed to by all parties in the performance of AJCC services and activities and functions that support the AJCC service delivery system.

Article III: Partner Cost Sharing Responsibilities and Consensus

The Partners have agreed to a Local Funding Mechanism negotiated by the WDB with all AJCC Partners in accordance with WIOA Joint Final Rule Section 678.715 and as defined in **Article XXIV, Resource Sharing**. The WDB convened several participatory meetings with the Phase I AJCC partners to collaboratively develop the Space Allocation Methodology for Co-located Partners used in the Phase II MOU to reach a consensus on how the Riverside County America's Job Center of California System will be sustained through joint infrastructure cost funding and Resource Sharing. The Space Allocation Methodology shall be calculated using the formula in **Article IV** below and as listed in **Attachment D**. All Partners have agreed to this methodology through the prior Phase II of this MOU.

Article IV: AJCC's Infrastructure Budgets & Methodology

In accordance with the WIOA (Public Law 113-128) Section 121 and the Title 2 Code of Federal Regulations (CFR) Part 200, Cost Allocations methodology to share infrastructure cost were determined based upon each Co-located Partner's square footage which includes dedicated space to Partners and a portion of common space. The calculation used for the Space Allocation Methodology is "Dedicated space + (Total Common Space – Resource Area Space) / Total Space" for each AJCC. Budgets for each Comprehensive and Affiliate AJCC, along with each Co-located Partner's Cost Allocation are listed in **Attachment D**.

Article V: Co-located and Non-Collocated Partners

For the purposes of the MOU, Co-located Partners shall be defined as those partners who are co-located within the AJCC and sublease from the principal lessor, which is Riverside County Housing and Workforce Solutions, Workforce Development Division. Partners who are located in the same building but are not within the AJCC shall be considered Non-Collocated Partners as they do not share common space.

All Non-Collocated AJCC Partners agree that once a statewide data tracking system has been developed that can provide accurate and reliable data for allocating the benefits received by Non-Collocated Partners – such as the number of referrals to and from the AJCC, usage of AJCC based services and usage of the comprehensive AJCC – and sufficient data has been collected and is available, the Non-Collocated AJCC Partners agree that the infrastructure cost agreement shall be renegotiated to include their Fair Share of contributions towards paying for AJCC infrastructure cost.

For Native American Programs: WIOA Section 121(h)(2)(D)(iv) stipulates that Native American programs are not required to contribute and will not be contributing to infrastructure funding.

Article VI: Amendments

- A. This MOU may be amended upon mutual agreement of the Partners that is not inconsistent with federal, state, or local laws, regulations, rules, plans, or policies, including but not limited to, the following reasons:
1. The addition or removal of a Partner from this MOU.
 2. Removal or addition of program responsibilities for any Partner that administers more than one federal program within the AJCC's.
 3. An extension of the effective ending date pursuant to **Section B** below.
 4. A change in the AJCC One-Stop Operator or Fiscal Agent or a change in the physical location of an AJCC.
 5. A change in the services, service delivery methods currently utilized, referral methods, methods to determine Fair Share, or Cost Allocation methods.
- B. All Partners agree that amendments for the reasons listed in **Section A1** and **A2** need only be signed by authorized representatives of the LWDB and the affected Partner(s). Amendments for the reasons listed in all other Paragraphs of this **Article VI** or for any changes that will affect the responsibilities of all Partners, require the signatures of all Partners.
- C. The MOU shall be reviewed not less than once every three (3) years to ensure appropriate funding and delivery of services; should the Partners request an extension to the MOU under **Section A3** above, a review of services shall be conducted prior to granting the extension.
- D. All amendments will involve the following process:
1. The Partner seeking an amendment will submit a written request to the LWDB that includes:
 - a. The requesting Partner's name.
 - b. The reason(s) for the amendment request.

- c. Each Article and Section of this MOU that will require revision.
 - d. The desired date for the amendment to be effective.
 - e. The signature of the requesting Party's authorized representative.
2. If the request is approved, the WDB shall notify the remaining Partners of the intent to amend and will provide each remaining Party thirty (30) days from the date of the notice (unless another timeframe is specified in the notice) to review the anticipated changes and to submit a response to WDB. Failure by a Partner to respond within the prescribed timeframe will be deemed that Partner's approval of the proposed changes.
 3. In the event that a remaining Partner or Partners have questions and/or concerns or if a consensus cannot be reached regarding the proposed amendment, the Partner or Partners must list its questions and/or concerns in writing and submit the list to WDB within the specified timeframe.
 4. WDB shall review the listed questions/concerns and shall issue a response within fifteen (15) days of receipt of the list. If WDB deems it necessary, the listed questions/concerns shall be sent to all other Partners and/or a meeting with all Partners will be scheduled to discuss the proposed changes and to achieve consensus on a final amendment draft.
 5. The final, approved amendment draft will be signed by authorized representatives of the affected Partners, then submitted to WDB for the final signature.
 6. WDB will distribute copies of the fully executed amendment to all Partners and to HWS/Workforce Development Division as the MOU Administrative Entity upon execution.
- E. This writing constitutes the entire agreement among the Partners with respect to each party's role and responsibility in the Area's AJCC One-Stop Delivery System. All Partners agree that any amendments to any applicable laws or regulations cited herein will result in the correlative modification of this MOU without necessitating a formal, written amendment.
 - F. All Partners shall communicate details of the amendment to their respective staff members whose responsibilities may be impacted by changes and shall further ensure that their respective staff members are referencing or utilizing the most current version of the MOU and attachments in the performance of responsibilities under this MOU.
 - G. Amendments that shall require the signatures of all Partners shall be executed no later than ninety (90) days prior to the end of the MOU period and amendments that require only the signatures of the WDB, and the affected Partners shall be executed no later than forty-five (45) days from the end of the current State Fiscal Year.

Article VII: Impasses

All AJCC Partners shall participate in regular meetings organized by the AJCC One-Stop Operator with a consensus decision making process. When consensus cannot be reached, the AJCC One-Stop Operator and Partners shall use a majority rule voting process with the other AJCC Partners to resolve issues of non-agreement for the duration of this MOU.

The AJCC One-Stop Operator shall coordinate and facilitate Partner meetings on a quarterly basis, at minimum. Meetings shall be rotated at Partner sites throughout Riverside County and may occur face-to-face, via video conferencing

and/or conference call. The AJCC Partners agree to participate in these meetings and meeting agendas shall include discussion of action items prior to voting.

Article VIII: Method of Referral

Pursuant to WIOA Section 121(c)(2)(A)(iii), the Partners agree that the referral of individuals between the AJCC One-Stop Operator(s) and the Partners for the services and activities described in **Attachment F** shall be performed using the following methods: Referral form, email, and fax.

- A referral form created for WIOA Partners to refer individuals between the AJCC and partnering agencies shall be given to the individual to take with them to the agency providing the requested services.
- An electronic copy of the referral form shall be emailed or faxed to the contact person at the Partner agency along with a phone call to inform the Partner of the referral.
- For tracking and reporting purposes, the referral shall be forwarded to the AJCC One-Stop Operator for tracking activities in the Partner referral system, information on referrals may be accessed by Partners. Referral Form: **Attachment G**

Article IX: Access for Individuals with Barriers to Employment

- Each Partner identifies its own “priority of service” based upon specific funding sources and requirements under each statute. As such, some Partner services may not be identified as entitlement programs and suitability for services is not automatic.
- “Individuals with barriers to employment” include recipients of public assistance, low-income individuals, and individuals who are basic skill deficient.
- Partners shall commit to offer priority for services to recipients of public assistance, other low-income individuals, or individuals who are basic skills deficient when providing individualized career services and training services with WIOA adult funds.
- Partners shall ensure customers are provided with a “system map” that identifies the location of every Comprehensive, Affiliate AJCC and Access Point within the Local Area.

Priority of Service Requirement

As stated in the WIOA Section 134(c)(3)(E), with respect to individualized career services and training services funded with WIOA adult funds, priority of service shall be given to recipients of public assistance, other low-income individuals, or individuals who are basic skills deficient.

Priority of service status is established at the time of eligibility determination and does not change during the period of participation. Priority does not apply to the dislocated worker population.

Veterans and eligible spouses continue to receive priority of service among all eligible individuals; however, they must meet the WIOA adult program eligibility criteria and meet the criteria under WIOA Section 134(c)(3)(E). As described in TEGL 10-09, when programs are statutorily required to provide priority, such as the WIOA adult program, then priority must be provided in the following order:

1. Veterans and eligible spouses who are also recipients of public assistance, other low-income individuals, or individuals who are basic skills deficient.
2. Individuals who are the recipient of public assistance, other low-income individuals, or individuals who are basic skills deficient.
3. Veterans and eligible spouses who are not included in WIOA’s priority groups.
4. Other individuals not included in WIOA’s priority groups.

Article X: Shared Technology and System Security

WIOA emphasizes technology as a critical tool for making all aspects of information exchange possible, including customer tracking, common case management, reporting, and data collection. To support the use of these tools, each Partner agrees to the following:

- Comply with the applicable provisions of WIOA, California Welfare and Institutions Code, California Education Code, Rehabilitation Act, and any other appropriate statutes or requirements.
- The principles of common reporting and shared information through electronic mechanisms, including shared technology.
- Commit to share information to the greatest extent allowable under each Partner's governing legislation and confidentiality requirements.
- Maintain all records of the AJCC customers or Partners (e.g. applications, eligibility and referral records, or any other individual records related to services provided under this MOU) in the strictest confidence and use them solely for purposes directly related to such services.
- Develop technological enhancements that allow interfaces of common information needs, as appropriate.
- All Partners shall agree to all system security protocols that are currently in place or that may be modified in the future.

Article XI: Confidentiality

- A. All Partners expressly agree to abide by all applicable federal, state, and local laws regarding confidential information and to adhere to the same standards of confidentiality as State employees-including, but not limited to:
1. 29 U.S.C. Section 2935(a)(4) - as amended by WIOA - Reports, Recordkeeping, Investigation.
 2. 29 U.S.C. Section 2871(f)(3) - as amended by WIOA - regarding complying with confidentiality.
 3. 20 CFR Part 603 - Safeguards and security requirements regarding disclosed information under Unemployment Insurance.
 4. 42 U.S.C. Section 503 - regarding state laws governing UI operations.
 5. 20 U.S.C. Section 123g - regarding family educational and privacy rights.
 6. 20 CFR Section 617.57(b) - regarding disclosure of information under the Trade Act.
 7. 29 U.S.C. Section 491-2(a)(2)-as amended under WIOA - regarding information to be confidential under the Wagner Peyser Act.
 8. The Privacy Act (5 U.S.C. Section 552a).
 9. The Family Educational and Privacy Rights Act (20 U.S.C. Section 12329).
 10. 34 CFR Section 361.38 - Protection, use and release of personal information of Vocational Rehabilitation Services participants.
 11. HIPAA: 45 CFR Sections 164.500 - 164.534.
 12. 2 CFR Section 200.303 regarding reasonable measures to safeguard protected personally identifiable information.

- Information Practices Act (IPA), California Civil Code Sections 1798-55, 1798.78
- California Civil Code Section 1798.82
- California Unemployment Insurance Code Sections 1094, 2111 and 2714
- California Penal Code Section 502

13. California Welfare and Institutions Code Section 10850

B. The Partners agrees to comply with the provisions of WIOA as well as the applicable sections of the California Welfare and Institutions Code, the California Education Code, the Rehabilitation Act, and any other appropriate statute or requirement to assure the following:

- All applications and individual records related to services provided under this MOU, including eligibility for services and enrollment and referral, shall be confidential and shall not be open to examination for any purpose not directly connected with the delivery of such services.
- No person shall publish, disclose use, or permit, cause to be published, disclosed or used, any confidential information pertaining to AJCC applicants, participants, or customers overall unless a specific release is voluntarily signed by the participant or customer.
- The Partners agrees to abide by the current confidentiality provisions of the respective statutes to which AJCC One-Stop Operators and other AJCC Partners must adhere and shall share information necessary for the administration of the program as allowed under law and regulation. The Partners, therefore, agrees to share client information necessary for the provision of services such as assessment, universal intake, program or training referral, job development or placement activities, and other services as needed for employment or program support purposes.
- Each Partner shall ensure that the collection and use of any information, systems, or records that contain personally identifiable information shall be limited to purposes that support the programs and activities described in this MOU as part of the AJCC One-Stop Delivery System.

C. Each Partner shall ensure that access to software systems and files under its control that contain personally identifiable information shall be limited to authorized staff members who are assigned responsibilities in support of the services and activities provided as part of the AJCC One-Stop Delivery System and who must access the information to perform those responsibilities. Each Partner expressly agrees to take measures to ensure that no personally identifiable information is accessible by unauthorized individuals.

D. Each Partner shall ensure that their staff members are authorized to access personally identifiable information and will identify the types of data and data sources that the authorized staff members will access.

Article XII: Administrative and Operations Management

License for Use

During the term of this MOU, all Partners to this MOU shall have a license to use all of the space of the AJCCs for the sole purpose of conducting acceptable AJCC services as outlined herein.

Supervision/Day to Day Operations

The day-to-day supervision of staff assigned to the AJCCs shall be the responsibility of the site supervisor(s). The primary employer of staff assigned to the AJCCs shall continue to set the priorities of its staff. Any change in work assignments or any problems at the worksite shall be handled by the site supervisor(s) and the management of the primary employer.

Partners shall be cross trained regarding general information for services provided by each Partner located either in Comprehensive or Affiliate AJCCs.

The office hours for the staff at the AJCCs shall be established by the site supervisor(s) and the primary employer. All staff shall comply with the holiday schedule of their primary employer and shall provide a copy of their holiday schedule

to the operator and host agency at the beginning of each fiscal year.

Disciplinary actions may result in removal of Partner staff from the AJCCs, and each Partner shall take appropriate action.

Each Partner shall be solely liable and responsible for providing to, or on behalf of, its employee(s), all legally required employee benefits. In addition, each Partner shall be solely responsive and shall hold all other Partners harmless from all matters relating to payment of each Partner's employee(s), including compliance with social security withholding, workers' compensation, and all other regulations governing such matters.

Article XIII: AJCC Partner Cross Training and Outreach

All Partners participating in this MOU agree to provide subject matter expertise through informational videos, DVDs, power points and fact sheets to conduct Partner cross training on services and programs within the AJCCs. All cross-training materials shall be accessible to all Partners online through the SharePoint data management system. All Partners agree to have staff members become familiar with the services and programs of each respective AJCC partnering agency.

AJCC WIOA Orientations are accessible online for Partner and customer viewing and may be conducted live at partnering Title II Adult Education locations based upon need and staff availability.

Article XIV: Non-Discrimination and Equal Opportunity

All Partners shall comply with the nondiscrimination and equal opportunity provisions found in Section 188 of WIOA and 29 CFR Part 38 prohibiting discrimination on the basis of race; color; religion; sex (including pregnancy, childbirth, and related medical conditions, transgender status, and gender identity); national origin (including Limited English Proficiency); age; disability; political affiliation or belief; or, for beneficiaries, applicants, and participants only, on the basis of citizenship status or participation in a WIOA Title I-financially assisted program or activity.

All Partners shall comply fully with the nondiscrimination and equal opportunity provisions of the WIOA (29 CFR Part 38 Preamble) and acknowledge the government's right to seek judicial enforcement of the nondiscrimination assurance.

All Partners agrees to comply with the provisions of the Fair Employment and Housing Act (Government Code Section 12990) and related, applicable regulations.

All Partners shall ensure compliance with the Americans with Disabilities Act of 1990 and its amendments, which prohibits discrimination on the basis of disability, as well as other applicable regulations and guidelines issued pursuant to the Americans with Disabilities Act.

Article XV: Americans with Disabilities Act and Amendments Compliance

The Partners agrees to ensure that the policies and procedures as well as the programs and services provided at each of the AJCCs are in compliance with the Americans with Disabilities Act and its amendments. Additionally, Partners agree to fully comply with the provisions of WIOA, Title VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, Title IX of the Education Amendments of 1972, 29 CFR Part 37 and all other regulations implementing the aforementioned laws.

Article XVI: Grievances and Complaints Procedure

The Partners shall establish and maintain a procedure for grievance and complaints as outlined in WIOA. The process for handling grievances and complaints is applicable to customers and Partners. These procedures will allow the customer or entity filing the complaint to exhaust every administrative level in receiving a fair and complete hearing and resolution of their grievance. The Partners further agrees to communicate openly and directly to resolve any problems or disputes related to the provision of services in a cooperative manner and at the lowest level of intervention possible.

Article XVII: Dispute Resolution

The Partners agree to try to resolve policy or practice disputes at the lowest level, starting with the site supervisor(s) and staff. If issues cannot be resolved at this level, they shall be referred to the management staff of the respective staff employer and the AJCC One-Stop Operator, for discussion and resolution.

Article XVIII: Press Releases and Communications

All Partners shall be included when communicating with the press, television, radio or any other form of media regarding its duties or performance under this MOU. Participation of each Partner in press/media presentations shall be determined by each Partner's public relations policies. Unless otherwise directed by the other Partners, in all communications, each Party shall make specific reference to all other Partners to the extent practicable.

The Partners shall utilize the America's Job Centers of California ("AJCC") logo developed by the State of California and the AJCC logo developed by the WDB identified for AJCC usage only. This shall include letterhead, envelopes, business cards, any written correspondence and fax transmittals. However, the Partners agree to continue to discuss the use of the AJCC logo as additional guidance is received from the State of California.

Article XIX: Mutual Hold Harmless/Indemnification/Limitation of Liability

The Partners shall indemnify and hold harmless the County of Riverside, its Agencies, Districts, Special Districts and Departments, their respective directors, officers, Board of Supervisors, WDB, elected and appointed officials, employees, agents and representatives, and the Departments of the State of California (individually and collectively hereinafter referred to as Indemnitees), from any liability, action, claim or damage whatsoever, based or asserted upon any services provided by the Partners, their officers, employees, subcontractors, agents or representatives, arising out of or in any way relating to this MOU, including but not limited to property damage, bodily injury or death or any other element of any kind or nature. The Partners shall defend the Indemnitees at its sole expense including all costs and fees (including, but not limited to, attorneys' fees, cost of investigation, defense and settlement or awards) in any claims or actions based upon such acts, omission or services.

With respect to any action or claim subject to indemnification herein by the Partners, each Partner shall, at their sole cost, have the right to use counsel of their own choice and shall have the right to adjust, settle, or compromise any such action or claim without the prior consent of the Indemnitees; provided, however, that any such adjustment, settlement or compromise in no manner whatsoever limits or circumscribes Partners indemnification to Indemnitees as set forth herein.

The Partners' obligations hereunder shall be satisfied when a Partner has provided to Indemnitees the appropriate form of dismissal relieving Indemnitees from any liability for the action or claim involved.

It is understood and agreed that the indemnification provisions herein shall survive the termination of this MOU.

Article XX: General Provisions

The laws and regulations listed in this **Article XX** are generally applicable to most publicly funded programs administered by Workforce Development. The laws and regulations listed herein do not encompass all of the laws and regulations that govern the Partners in their respective roles under this MOU. All Partners expressly agree to comply with the federal laws and regulations listed below unless the laws and regulations that govern their particular program state otherwise:

- A. Jobs for Veterans Act. As stated in **Articles II(B)** and **IX**, each Partner agrees to provide priority of service to veterans and covered spouses for any qualified job training program pursuant to 38 U.S.C. Section 2913.
- B. Americans with Disabilities: Each Partner, its officers, employees, members, and subcontractors hereby affirm current and ongoing compliance with all statutes and regulations pertaining to The Americans with Disabilities Act of 1990 and section 504 of the Rehabilitation Act of 1973.

- C. Pro-Children Act: If any AJCC activities call for services to minors, each party agrees to comply with the Pro-Children Act of 1994 (45 CFR 98.13) that requires smoking to be banned in any portion of any indoor facility owned, leased, or contracted by an entity that will routinely or regularly use the facility for the provision of health care services, day care, library services, or education to children under the age of eighteen (18).
- D. Drug-Free Workplace: Each Partner, its officers, employees, members, subrecipient(s) and/or any independent contractors (including all field staff) associated with this MOU agree to comply with 29 CFR 94 and all other applicable state and federal laws regarding a drug-free workplace and to make a good faith effort to maintain a drug-free workplace. Each Partner shall make a good faith effort to ensure that none of its officers, employees, members, and subrecipient(s) will purchase, transfer, use, or possess illegal drugs or alcohol or abuse prescription drugs in any way while working or while on public property.
- E. Ethics Laws: Each Partner certifies that by executing this MOU, it has reviewed, knows and understands the California's ethics and conflict of interest laws, which includes the Governor's Executive Order 2008-454 and its amendment pertaining to ethics. Each Partner further agrees that it shall not engage in any action(s) inconsistent with California ethics laws or the aforementioned Executive Order.

Article XXI: Partial Invalidity

All questions as to the execution, validity, interpretation, and performance of this MOU shall be governed by the laws of the State of California. Furthermore, the Partners hereto agree that any legal action which is brought on the basis of this MOU and in which a state agency is a party shall be filed in the US District Court of Riverside County.

Should any portion of this MOU be found unenforceable by operation of statute or by administrative or judicial decision, it is the intention of the Partners that the remaining portions of this MOU shall not be affected as long as performance remains feasible with the absence of the illegal or unenforceable provision(s).

Article XXII: Termination / Separation

- A. **MOU Termination:** This MOU shall remain in effect until the end date specified in the **Agreement Period Section** unless:
 1. All Partners mutually agree to terminate this MOU.
 2. Funding cuts by one or more federal programs are so substantial that AJCC operations cannot continue as specified herein and a new MOU must be negotiated.
 3. WIOA regulations or statute are repealed or substantially altered.
 4. Local Area designations are changed.
- B. **Partner Separation:** WIOA Section 121(c) mandates the execution of this MOU between the LWDB and partners. However, any single Partner may terminate its participation as a party to this MOU upon thirty (30) days written notice to the WDB. In such an event, the WDB shall provide written notice to all remaining Partners and will amend this MOU per **Article IV**. The termination of one or more Partner's participation as a party will not result in a termination of this MOU unless the number or contribution of the terminating Partner(s) is so substantial that it necessitates the negotiation of a new MOU.
- C. **Effect of Termination:** Per WIOA Section 121, any Partner that terminates its role as a party to this MOU shall no longer eligible to participate as a partner in the AJCC system and shall not be permitted to serve on the WDB as an AJCC partner representative pursuant to the Bylaws of the WDB.
- D. **Partner Disqualification:** An entity identified as a Required Partner at the time of execution of this MOU that subsequently loses federal funding or the authority to administer the federal program in the Local Area and

therefore no longer qualifies as a Required Partner under WIOA Section 121(b)(1) shall send written notice of the change in status to the WDB as soon as possible. In such an event, a formal amendment to this MOU per **Article IV** shall be required. The entity may continue as an Additional Partner if mutually agreed by the WDB and the remaining Partners in writing.

Article XXIII: Counterpart

This Agreement may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. Each party of this Agreement agrees to the use of electronic signatures, such as digital signatures that meet the requirements of the California Uniform Electronic Transactions Act ("CUETA") Cal. Civ. Code §§ 1633.1 to 1633.17), for executing this Agreement. The parties further agree that the electronic signatures of the parties included in this Agreement are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record pursuant to the CUETA as amended from time to time. The CUETA authorizes use of an electronic signature for transactions and contracts among parties in California, including a government agency. Digital signature means an electronic identifier, created by computer, intended by the party using it to have the same force and effect as the use of a manual signature, and shall be reasonably relied upon by the parties. For purposes of this section, a digital signature is a type of "electronic signature" as defined in subdivision (i) of Section 1633.2 of the Civil Code.

Article XXIV: Definitions

- A. **Administrative Entity:** Entity(ies) designated by the CEO to coordinate and administer WIOA activities and services within a local area on the LWDB's behalf and in accordance with all applicable federal, state, and local laws, regulations, rules, policies, plans, and the terms of this MOU. The Administrative Entity is the Riverside County Housing and Workforce Solutions-Workforce Development Division.
- B. **Chief Elected Official ("CEO"):** Identified in WIOA Section 3 Definitions (9) as the chief elected officer of a unit of general local government in a local area or the individual(s) designated under a local agreement pursuant to WIOA Section 107(c)(1)(B). For Riverside County, the CEO is the Board of Supervisors.
- C. **Career Services:** The services which shall be available, at a minimum, to individuals who are adults or dislocated workers through the AJCC delivery system in each local area. The career services that must be provided as part of the AJCC delivery system are listed in WIOA Section 134(c)(2).
- D. **Co-located Partner:** AJCC partners who have a physical presence within one of the County's AJCC and who sublease from the principal lessor, Riverside County Housing and Workforce Solutions-Workforce Development Division
- E. **Cost Allocation:** Per 66 Fed. Reg. 29639, cost allocation is the measurement of actual costs in relation to the benefit received in order to determine each partner's fair share of AJCC operating costs. (*interim regulation until final rule is published*)
- F. **Fair Share:** The portion of AJCC operating costs allocated to each partner in proportion to the benefits the partner receives from participation in the AJCC system. (*interim regulation until final rule is published*)
- G. **Fiscal Agent:** An entity appointed by a local area's CEO in accordance with WIOA Section 107 (d)(12)(B)(i)(II) & (III)) to be responsible for the administration and disbursement of WIOA and other funds allocated for workforce development activities in the local area. WIOA Section 107(d)(12)(B)(i)(II) provides that designation of a fiscal agent does not relieve the CEO from his/her liability for any misuse of grant funds.
- H. **Local Workforce Development Board ("LWDB"):** Established by the California Governor under Executive Order 2009 438 dated May 12, 2009, to assist the Governor in creating an integrated statewide strategic plan for workforce development which will link workforce policies, education and training programs, and funding

streams with the economic needs of California and its regions and in complying with the provisions and requirements of WIOA Section 101.

- I. **In-Kind Contributions:** 66 Fed. Reg. 29639-29640 defines these types of contributions as donations from third parties that are not to be confused with contributions to the AJCC by partner programs of such things as space, equipment, staff, or other goods and services for which the partner program incurs a cost. In-kind contributions may include funding from philanthropic organizations or other private entities or through other alternative financing options, to provide a stable and equitable funding stream for on-going AJCC delivery system operations. WIOA 121 (c)(2)(A)(i). (*interim regulation until final rule is published*)
- J. **Local Area:** A local workforce development area designated by the Governor, under section 106, subject to sections 106(c)(3)(A), 107(c)(4)(B)(i), and 189(i) Local Workforce Development Board (LWDB): The board created by the CEO pursuant to WIOA Section 107 with responsibility for the development of the local plan and for oversight of the workforce development activities in the local area.
- K. **Non-Collocated Partners:** AJCC partners who may be located in the same building but do not have a physical presence within the AJCC.
- L. **Additional Partner:** Per WIOA 121 (b)(2), an entity that carries out a program not identified as required under WIOA, that is approved by the LWDB and the CEO, may be included as a AJCC partner in a Local Area.
- M. **America's Job Center of California One-Stop Delivery System:** The AJCC delivery system is essentially a collaborative effort among public service agencies, non-profit organizations and private entities that administer workforce development, educational, and other human resource programs to make the variety of services available under those programs more accessible to eligible job seekers and employers.
- N. **America's Job Center of California One-Stop Operator:** An entity or consortium of entities designated in accordance with WIOA Section 121(d) to operate an AJCC site and to perform AJCC service delivery activities in accordance with all applicable federal, state, and local laws, regulations, rules, policies, plans, and the terms of this MOU.
- O. **Required Partner:** An entity that carries out one or more of the programs or activities identified under WIOA Section 121 (b)(1) and is required under that Section to participate in the AJCC delivery system and to make the career services under its program or activity available through the AJCC system.
- P. **Resource Sharing:** Per 66 Fed. Reg. 29639, Resource Sharing is the cash and/or resources each partner will contribute to fund its fair share of costs for operation of the AJCC system. This can include "in-kind" contributions from third parties to partner programs. The LWDB, CEO and AJCC partners may fund the costs of infrastructure of AJCCs through methods agreed on by the LWDB, CEO and AJCC partners through Resource Sharing. (*interim regulation until final rule is published*)
- Q. **Training Services:** Services to adults and dislocated workers as described in WIOA Section 13a(c)(3). Per WIOA 134(c)(3)(D) these may include occupational skills training, including training for nontraditional employment, on-the-job training, incumbent worker training, programs that combine workplace training with related instructions, which may include cooperative education programs, private-sector training programs, skill upgrading and retraining, apprenticeships, entrepreneurial training, transitional jobs, job-readiness training, adult education and literacy activities in combination with a training program, or customized training.
- R. **WIOA:** The Workforce Innovation and Opportunity Act amends the Workforce Investment Act of 1998 to strengthen the United States workforce development system through innovation in, and alignment and improvement of, employment, training, and education programs in the United States, and to promote individual and national economic growth, and for other purposes.

- S. **WIOA Local Plan:** Per WIOA Section 108, the local plan is a comprehensive 4-year plan developed by each LWDB, in partnership with the chief elected official and submitted to the Governor. The plan shall support the strategy described in the State plan. At the end of the first 2-year period of the 4-year local plan, each local board shall review the local plan, and the local board, in partnership with the chief elected official, shall prepare and submit modifications to the local plan to reflect changes in labor market and economic conditions or in other factors affecting the implementation of the local plan. Plans identify the respective local area's current and projected workforce investment needs, the AJCC delivery system, performance standards, and strategies to address the workforce investment needs in consideration of performance standards per WIOA Section 116.
- T. **Local Funding Mechanism:** An Infrastructure Agreement (IFA) negotiated by the Local Boards with All AJCC Partners for each AJCC (WIOA Joint Final Rule Section 678.715).
- U. **State Funding Mechanism (SFM):** An IFA established by the Governor and the Superintendent of Public Instruction (SPI) that is triggered if a Local Board is unable to secure an agreed upon and signed IFA from all AJCC required partners by the annual deadline (WIOA Joint Final Rule Section 678.730).

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MEMORANDUM OF UNDERSTANDING
FOR
Local Workforce Development Area: Riverside County California
Riverside County America's Job Center of California Operations

Signature Page

[Chief Elected Official]

**Karen Spiegel, Riverside County
Board of Supervisors Chair**

Authorized Signatory and Title

Karen S. Spiegel
Signature

(951) 955-1040

Telephone number / Facsimile number

MAY 12 2026

Date

District2@rivco.org

E-mail address

APPROVED AS TO FORM:

MINH C. TRAN

County Counsel

By: 

KRISTINE BELL-VALDEZ

Deputy County Counsel

Dated: 5/11/26

ATTEST:

KIMBERLY A. RECTOR

Clerk of the Board

By: 

Deputy

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MEMORANDUM OF UNDERSTANDING
FOR
Local Workforce Development Area: Riverside County California
Riverside County America's Job Center of California Operations

Signature Page

[LWDB Chairperson]

Jamil Dada, Workforce Development Board Chair
Authorized Signatory and Title

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05/07/2026

Date

jdada@myprovident.com

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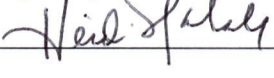
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Riverside County America's Job Center of California Operations

Signature Page

[Housing and Workforce Solutions, Workforce Development Division]

**Heidi Marshall, Director of Housing and
Workforce Solutions**

Authorized Signatory and Title

Signature 

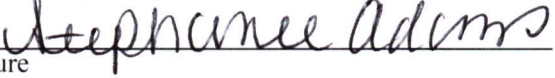
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**Stephanie Adams, Deputy Director of Workforce
Development Division**

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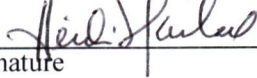
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Signature Page

[Housing and Workforce Solutions, Housing Authority]

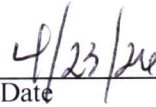
**Heidi Marshall, Director of Housing and
Workforce Solutions**

Authorized Signatory and Title


Signature

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Date

hmarshall@rivco.org

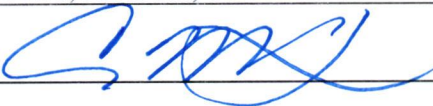
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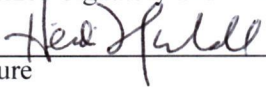
MEMORANDUM OF UNDERSTANDING
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Riverside County America's Job Center of California Operations

Signature Page

[Housing and Workforce Solutions, Community Action Partnership]

**Heidi Marshall, Director of Housing and
Workforce Solutions**

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Emma Perez-Singh, Executive Director

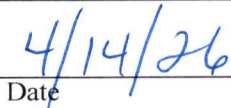
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MEMORANDUM OF UNDERSTANDING
FOR
Local Workforce Development Area: Riverside County California
Riverside County America's Job Center of California Operations

Signature Page

[Riverside County Department of Public Social Services]

Charity Douglas, Director of Public Social Services

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APPROVED AS TO FORM:

MINH C. TRAN

County Counsel

Katherine Wilkins

By: _____

KATHERINE WILKINS

Deputy County Counsel

Dated: _____

04/14/2026

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MEMORANDUM OF UNDERSTANDING
FOR
Local Workforce Development Area: Riverside County California
Riverside County America's Job Center of California Operations

Signature Page


[Riverside County Office of Education]

Dr. Scott Price, Associate Superintendent

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MEMORANDUM OF UNDERSTANDING
FOR
Local Workforce Development Area: Riverside County California
Riverside County America's Job Center of California Operations
Signature Page

[Employment Development Department- Workforce Services]

Carolyn Reyna, Deputy Division Chief, Employment Development Dept. Workforce Services

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MEMORANDUM OF UNDERSTANDING
FOR
Local Workforce Development Area: Riverside County California
Riverside County America's Job Center of California Operations

Signature Page

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MEMORANDUM OF UNDERSTANDING
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Local Workforce Development Area: Riverside County California
Riverside County America's Job Center of California Operations

Signature Page

[California Department of Rehabilitation]

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MEMORANDUM OF UNDERSTANDING
FOR
Local Workforce Development Area: Riverside County California
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Signature Page

[State of California Department of Developmental Services]

Samantha Steele

Facility Director, Canyon Springs Community Facility

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Samantha Steele

April 10, 2026

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MEMORANDUM OF UNDERSTANDING
FOR
Local Workforce Development Area: Riverside County California
Riverside County America's Job Center of California Operations

Signature Page

[City of Moreno Valley]

Brian Mohan, City Manager

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Brian Mohan

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MEMORANDUM OF UNDERSTANDING
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Signature Page


[Goodwill Industries of Southern California]

Patrick McClenahan, President & CEO, Goodwill Southern California

Authorized Signatory and Title

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Address

DocuSigned by:


4/8/2026

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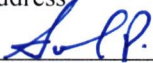
[SER-Jobs for Progress]

Saul Palomares, SCSEP Director

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MEMORANDUM OF UNDERSTANDING
FOR
Local Workforce Development Area: Riverside County California
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[Strategic Management LLC - Job Corps]

Harold Johnson, Center Director

Authorized Signatory and Title

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Signature

(909) 887-7126

Telephone number / Facsimile number

Date

Jonhson.Harold@jobcorps.org

E-mail address

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MEMORANDUM OF UNDERSTANDING
FOR
Local Workforce Development Area: Riverside County California
Riverside County America's Job Center of California Operations

Signature Page

[Center for Employment Training]

Ruben Solorio, CEO/President

Authorized Signatory and Title

701 Vine Street, San Jose, CA 95110

Address



Signature

04/13/2026

Date

(408) 534-5230

Telephone number / Facsimile number

president@cetweb.edu

E-mail address

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MEMORANDUM OF UNDERSTANDING
FOR
Local Workforce Development Area: Riverside County California
Riverside County America's Job Center of California Operations

Signature Page

[California Indian Manpower Consortium, Inc.]

Lorenda T. Sanchez, Executive Director

Authorized Signatory and Title

738 North Market Boulevard, Sacramento, CA 95834

Address

Lorenda T. Sanchez Digitally signed by Lorenda T. Sanchez
Date: 2026.04.20 10:52:21 -07'00'

Signature

(916) 920-0285

Telephone number / Facsimile number

April 20, 2026

Date

lorendas@cimcinc.com

E-mail address

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MEMORANDUM OF UNDERSTANDING
FOR
Local Workforce Development Area: Riverside County California
Riverside County America's Job Center of California Operations

Signature Page

[Soboba Band of Luiseño Indians]

Isaiah Vivanco, Tribal Chairman of the Soboba Band of Luiseño Indians

Authorized Signatory and Title

23906 Soboba Rd., San Jacinto, CA 92583

Address

Signature

(951) 654-2765 ext.4115

Telephone number / Facsimile number

Date

ivivanco@soboba-nsn.gov

E-mail address

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MEMORANDUM OF UNDERSTANDING
FOR
Local Workforce Development Area: Riverside County California
Riverside County America's Job Center of California Operations

Signature Page

[Alvord Unified School District]

Dr. Reginald Thompkins, Superintendent, Business Services

Authorized Signatory and Title

87225 Church Street, Thermal, CA 92274

Address

Signature

Date

Telephone number / Facsimile number

E-mail address

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MEMORANDUM OF UNDERSTANDING
FOR
Local Workforce Development Area: Riverside County California
Riverside County America's Job Center of California Operations

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[Coachella Valley Unified School District]

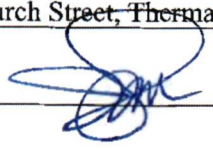
Julie Vigil, Assisitant Superintendent, Business Services

Authorized Signatory and Title

87225 Church Street, Thermal, CA 92274

Address

Signature



Date

4/21/20

(760) 848-1007

Telephone number / Facsimile number

Julie.vigil@cvusd.us

E-mail address

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MEMORANDUM OF UNDERSTANDING
FOR
Local Workforce Development Area: Riverside County California
Riverside County America's Job Center of California Operations

Signature Page

[Corona-Norco Unified School District]

Melissa Elwood – Assistant Superintendent

Authorized Signatory and Title

2828 Clark Ave., Norco, CA 92860

Address



Melissa Elwood (Apr 21, 2026 19:35:21 PDT)

Signature

04/21/2026

Date

(951) 736-5050 (951) 736-5055

Telephone number / Facsimile number

Melissa.Elwood@cnusd.k12.ca.us

E-mail address

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MEMORANDUM OF UNDERSTANDING
FOR
Local Workforce Development Area: Riverside County California
Riverside County America's Job Center of California Operations

Signature Page

[Jurupa Unified School District]

Dr. Trent Hansen, Superintendent

Authorized Signatory and Title

4850 Pedley Road, Jurupa Valley CA 92509, Location 500

Address

Signature

(951) 360-4168 (951) 360-4195
Telephone number / Facsimile number

Date

trenton.hansen@jUSD.k12.ca.us
E-mail address

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MEMORANDUM OF UNDERSTANDING
FOR
Local Workforce Development Area: Riverside County California
Riverside County America's Job Center of California Operations

Signature Page

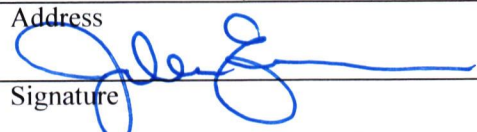
[Lake Elsinore Unified School District]

Julie Edmunds, Assistant Superintendent

Authorized Signatory and Title

21330 Lemon Street, Wildomar, CA 92595

Address



Signature

(951) 253-7000 (951) 253-7194

Telephone number / Facsimile number

4.7.26

Date

julie.edmunds@leusd.k12.ca.us

E-mail address

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MEMORANDUM OF UNDERSTANDING
FOR
Local Workforce Development Area: Riverside County California
Riverside County America's Job Center of California Operations

Signature Page

[Mt. San Jacinto Community College District]

Michael Beckham, Vice President of Business Services

Authorized Signatory and Title

41888 Motor Car Parkway, Temecula, CA 92591

Address



Michael Beckham (Apr. 8, 2026 14:24:15 PDT)

Signature

04/08/2026

Date

(951) 487-6752 (951) 654-6236

Telephone number / Facsimile number

contracts@msjc.edu

E-mail address

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MEMORANDUM OF UNDERSTANDING
FOR
Local Workforce Development Area: Riverside County California
Riverside County America's Job Center of California Operations

Signature Page

[Riverside Community College District]

Aaron S. Brown, Vice Chancellor, Business & Financial Services

Authorized Signatory and Title

3801 Market Street, Riverside, CA 92501

Address



Signature

04-08-2026

Date

951-222-8885

Telephone number / Facsimile number

WED@rccd.edu

E-mail address

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MEMORANDUM OF UNDERSTANDING
FOR
Local Workforce Development Area: Riverside County California
Riverside County America's Job Center of California Operations

Signature Page

[Riverside Unified School District]

Chenchira Jane Jumnongsilp, Director of Purchasing

Authorized Signatory and Title

3380 14th Street, Riverside CA 92501

Address



Signature

Date

(951) 352-6729

CJumnongsilp@RiversideUnified.org

Telephone number / Facsimile number

E-mail address

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MEMORANDUM OF UNDERSTANDING
FOR
Local Workforce Development Area: Riverside County California
Riverside County America's Job Center of California Operations

Signature Page


[El Sol Neighborhood Educational Center]

Alexander Fajardo, Executive Director

Authorized Signatory and Title

2501 Rubidoux Blvd Riverside CA 92509 Office 1535 S D St, San Bernardino Ca 92508

Address



Signature

Date

(909) 884-3735

Telephone number / Facsimile number

alexfajardo@elsolnec.org

E-mail address

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MEMORANDUM OF UNDERSTANDING
FOR
Local Workforce Development Area: Riverside County California
Riverside County America's Job Center of California Operations

Signature Page

[California Family Life Center]

Mary Jo Ramirez, President

Authorized Signatory and Title

930 North State Street, Hemet, CA 92543

Address

Mary Jo Ramirez

Signature

Date

(951) 537-7120

mjramirez@cflckids.org

Telephone number / Facsimile number

E-mail address

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MEMORANDUM OF UNDERSTANDING
FOR
Local Workforce Development Area: Riverside County California
Riverside County America's Job Center of California Operations

Signature Page

[LightHouse Social Service Centers]

Karyn Young-Lowe, Chief Executive Officer

Authorized Signatory and Title

1007 E. Cooley Drive, Suite #100, Colton, CA 92324

Address



Signature

4/10/2026

Date

(951) 571-3533/(951) 963-1277

Telephone number / Facsimile number

KarynYL@LightHouse-ssc.org

E-mail address

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**Riverside County America's Job Center of California Memorandum of Understanding
Attachments**

Attachment A: Partners and Parties to the Agreement

Attachment B: Riverside County America's Job Center of California Information

Attachment C: Administrative Structure

Attachment D1: Riverside County AJCC System Infrastructure Funding Agreement ("IFA") and Initial Proportionate Share of Infrastructure Costs Allocated to Co-located Partners

Attachment D2: Riverside County AJCC System Consolidated Career Services Cost Budget

Attachment E: America's Job Center of California Services

Attachment F: AJCC Partner Services and Program Matrix

Attachment G: Partner Referral Form for Services

Attachment H: America's Job Center of California Service Delivery Codes

Attachment I: Partner Acronyms

ATTACHMENT A
Partners and Parties to the Agreement

In accordance with WIOA Section 121(b)(1)(B), the following agencies are designated as required partners in the AJCC One-Stop Delivery System for Riverside County. These partners provide workforce development services, training, and support to ensure comprehensive access to employment, education, and supportive services for job seekers and employers.

LWDB: County of Riverside Housing and Workforce Solutions, Workforce Development Division
CEO Name(s): Karen Spiegel

Required Local/Regional Partner Name	WIOA Partner Program Authority	Program Service
Riverside County Housing & Workforce Solutions – Workforce Development Division	WIOA Title I – Adult, Dislocated Worker, Youth	WIOA Title I Adult, Dislocated Worker, and Youth Programs
Alvord Unified School District Corona-Norco Unified School District Coachella Valley Unified School District Jurupa Unified School District Lake Elsinore Unified School District Mt. San Jacinto Community College District Riverside County Office of Education Adult Education Program Riverside Unified School District	WIOA Title II – Adult Education & Literacy	Adult Basic Education (ABE) English as a Second Language (ESL) Adult Secondary Education (ASE) English Literacy and Civic Education: Civic Participation and Citizenship Preparation
California Employment Development Department (EDD) – Workforce Services	WIOA Title III – Wagner-Peyser Employment Services	Wagner-Peyser Employment Services
California Department of Rehabilitation	WIOA Title IV – Vocational Rehabilitation	Vocational Rehabilitation Services
Riverside Community College District – Career & Technical Education Programs Mt. San Jacinto Community College District	Carl D. Perkins Career & Technical Education	CTE Programs (Perkins Title I)
SER-Jobs for Progress National, Inc.	Title V – Older Americans Act / SCSEP	Senior Community Service Employment Program (SCSEP)
Strategix Management Inc, LLC - Inland Empire Job Corps Center	WIOA Title I - Job Corps (29 U.S.C.2881-2900, 29 us 2901)	Job Corps Program

California Indian Manpower Consortium	WIOA Title I - Native American Programs Section 166 (29 U.S.C. 2911, 29 U.S.C. 2919)	WIOA Section 166 – Indian & Native American Programs
Center for Employment Training– Farmworker Programs EDD – Farm Workers	WIOA Title I - Migrant and Seasonal Farm Worker Programs Section 167 (29 U.S.C.2912, 29 us 2919)	WIOA Section 167 – Migrant & Seasonal Farmworker Program
EDD Workforce Services – Veterans Representatives	Veteran's Workforce Programs - Chapter 41 of title 38, United States Code; WIOA 121(b)(1)(B)(viii)	Jobs for Veterans State Grant Program (JVSG)
California Family Life Centers	WIOA Title I – Youth Build- WIOA Section 171	Youth Build Program
EDD Workforce Services – TAA, TRA Specialists	Trade Adjustment Assistance (TAA) Trade Act Title II, Chapter 2- Trade Adjustment Assistance (TAA) (19 U.S.C. 2271)	Trade Adjustment Assistance Program, NAFTA
EDD- Unemployment Insurance Branch	Unemployment Insurance (UI)- (5USC 85) (ORC Chapter 4141)	Unemployment Insurance Program
Riverside County Department of Public Social Services	Temporary Assistance for Needy Families (TANF / CalWORKs) Social Security Act- Part A, Title IV (TANF) (42 U.S.C. 601 et seq.), subject to subparagraph (C)	TANF / CalWORKs Programs
Community Action Partnership of Riverside County	Community Services Block Grant (CSBG)	CSBG Employment & Training Services
Housing Authority of the County of Riverside	Housing & Urban Development (HUD) Employment/Training Programs	HUD Employment & Self-Sufficiency Programs
Lighthouse Social Service Centers – Reentry Support	Second Chance / Reentry Programs	Second Chance Reentry Workforce Services

Additional Local/Regional Partner Name	WIOA Partner Program Authority	Program Service
El Sol Neighborhood Educational Center	WIOA Title II – Adult Education & Literacy	Adult Basic Education (ABE) English as a Second Language (ESL) Adult Secondary Education (ASE) English Literacy and Civic Education: Civic Participation and Citizenship Preparation
Soboba Band of Luiseno Indians	Temporary Assistance for Needy Families (TANF / CalWORKs) Social Security Act- Part A, Title IV (TANF) (42 U.S.C. 601 et seq.), subject to subparagraph (C)	Tribal TANF
California Department of Developmental Services	Lanterman Developmental Disabilities Services Act (Welfare & Institutions Code §4500 et seq.)	Employment services, supported employment, vocational training, and coordination of services for individuals with developmental disabilities
Goodwill Industries of Southern California	WIOA Title I – Adult, Dislocated Worker, Youth	WIOA Title I Adult, Dislocated Worker, and Youth Programs
City of Moreno Valley	Municipal Corporation	Business and Employment Resources Center

ATTACHMENT B
Riverside County America's Job Center of California Information

Area's AJCC System consists of (#): 5 AJCCs, 6 Youth Opportunity Centers

Access	Location Code	AJCC Career Center Name	Address
Comprehensive	089	Riverside AJCC	1325 Spruce Street, Suite 110 Riverside, CA 92507
Comprehensive	090	Indio AJCC	44199 Monroe St., Suite B Indio CA 92201
Comprehensive	092	Hemet AJCC	749 State Street Hemet, CA 92543
Comprehensive	405	Moreno Valley	12625 Frederick St. Suite K-3 Moreno Valley, CA 92552
Affiliate	16160	Blythe	1 College Drive, PE Building Blythe, CA 92225
Specialized AJCC	272	Rubidoux YOC	5656 Mission Blvd. Riverside, CA 92509
Specialized AJCC	239	Lake Elsinore Planet Youth YOC	400 W. Graham Lake Elsinore, CA 92530
Specialized AJCC	069	Hemet Empower Youth YOC	930 N. State Street Hemet, CA 92543
Specialized AJCC	332	Moreno Valley YOC	23080 Alessandro Blvd. Suite 236 Moreno Valley, CA 92553
Specialized AJCC	237	The Perris Oasis YOC	2560 N. Perris Blvd., Ste. J3-J4 Perris, CA 92571
Specialized AJCC	238	Indio YOC	44-199 Monroe St., Suite B Indio CA 92201

Definitions: Comprehensive-Provides access to the programs, services, and activities of all required AJCC partners.
 Affiliate-Provides access to one or more of the AJCC programs/partners

Riverside County is a geographically diverse and expansive county. The Workforce Development Board in consultation with the Riverside County Housing and Workforce Solutions, Workforce Development Division has identified two primary locations to provide comprehensive one-stop services to county residents. These sites include the Riverside AJCC in Western Riverside County and the Indio AJCC in Eastern Riverside County.

Additional one-stop locations, including affiliate locations have been established to meet community needs and are subject to change. One-Stop locations are sited based on local economic conditions, community needs and fiscal viability. All locations are subject to approval by the Riverside County Workforce Development Board and will be re-evaluated at least annually.

ATTACHMENT C
Administrative Structure

Entity	Entity Name & Contact	Address	Email
AJCC One-Stop Operator	Arbor E&T, LLC	23080 Alessandro Blvd., Suite 236 Moreno Valley, CA 92553	stacia.peters@equusworks.com
Deputy Director of Workforce Development	HWS/WDD Stephanie Adams	1325 Spruce St., Ste. 400 Riverside, CA 92507	sjadams@rivco.org
Fiscal Agent	HWS/WDD Jacquelyn Beedles	1325 Spruce St., Ste. 400 Riverside, CA 92507	jabeedles@rivco.org
Chief Elected Official	BOS Karen Spiegel	4080 Lemon St., 5 th Floor Riverside, CA 92502	district2@rivco.org
State Agency	EDD Carolyn Reyna	1325 Spruce Street, Ste. 400 Riverside, CA 92507	carolyn.reyna@edd.ca.gov
Workforce Development Board	LWDB Chair Jamil Dada	1325 Spruce Street, Ste. 400 Riverside, CA 92507	jdada@myprovident.com

ATTACHMENT D1

Riverside County AJCC System Infrastructure Funding Agreement (“IFA”) and Initial Proportionate Share of Infrastructure Costs Allocated to Co-located Partners

AJCC Infrastructure Budget Riverside AJCC		
Cost Category/Line Item	Line-Item Cost Detail	Cost
Rent		
Rental of Facilities		
Total Space	36,371 Square Feet	\$1,038,756
Rental Costs Subtotal: \$1,038,756		
Utilities and Maintenance		
Electric	Included in Base Rent	Included in Base Rent
Gas	Included in Base Rent	Included in Base Rent
Water	Included in Base Rent	Included in Base Rent
Sewer Connections	Included in Base Rent	Included in Base Rent
High-Speed Internet	99	\$59,714
Common Lines	51	\$30,759
Telephones	55 individual lines	\$8,184
Common Landlines	5 common landlines	\$744
Facility Maintenance Contract	Included in Base Rent	Included in Base Rent
Utilities and Maintenance Costs Subtotal: \$31,503		
Equipment		
Office Equipment	23 units	\$3,788
Common	8 units	\$1,317
Equipment Costs Subtotal: \$1,317		
Technology to Facilitate Access to the Riverside AJCC		
RCIT	99	\$177,459
Common	51	\$91,421
Technology to Facilitate Access to Riverside AJCC Subtotal: \$91,421		

SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY CO-LOCATED PARTNERS				
Cost Category		Total Cost		
Subtotal: Rental Costs		\$1,038,756		
Subtotal: Utilities and Maintenance Costs		\$31,503		
Subtotal: Equipment Costs		\$1,317		
Subtotal: Technology to Facilitate Access to Riverside AJCC		\$91,421		
TOTAL INFRASTRUCTURE COSTS FOR RIVERSIDE AJCC:		\$1,162,997		
INITIAL PROPORTIONATE SHARE OF INFRASTRUCTURE COSTS ALLOCATED TO EACH CO-LOCATED PARTNER				
<p>The initial proportionate share of infrastructure costs allocated to each Partner based on the agreed upon cost allocation methodology, each Partner's estimated total contribution amount, and whether it will be provided through cash, non-cash (in-kind), and/or third-party in-kind contributions. This initial determination must be periodically reconciled against actual costs incurred and adjusted accordingly.</p> <p>Riverside County Workforce Development Division partners (or their respective state entity) may provide cash, non-cash, and third-party in-kind contributions to cover their proportionate share of infrastructure costs. If non-cash or in-kind contributions are used, they cannot include non-infrastructure costs (such as personnel), and they must be valued consistent with Uniform Guidance Section 200.306 to ensure they are fairly evaluated and meet the Partner's proportionate share.</p> <p>If third-party in-kind contributions are made that support the AJCC(s) as a whole (such as space), that contribution will not count toward a specific partner's proportionate share of the IFA. Rather, the value of the contribution will be applied to the overall infrastructure budget prior to determining proportionate amounts and thereby reduce the contribution required for all partners.</p>				
Co-located Partner/s	Costs	Application of Methodology	Allocated Initial Share	Amount: Cash (estimated monthly)
HWS/WDD	Shared Total Infrastructure Cost	Square Footage and Benefit Use	\$781,650	\$65,138
EDD	Shared Total Infrastructure Cost	Square Footage and Benefit Use	\$377,275	\$31,440
GOODWILL	Shared Total Infrastructure Cost	Square Footage and Benefit Use	\$4,072	\$339

AJCC Infrastructure Budget		
Indio AJCC		
Cost Category/Line Item	Line-Item Cost Detail	Cost
Rent		
Rental of Facilities		
Total Space	17,710 Square Feet	\$501,547
Rental Costs Subtotal: \$501,547		
Utilities and Maintenance		
Electric	Included in Base Rent	Included in Base Rent
Gas	Included in Base Rent	Included in Base Rent
Water	Included in Base Rent	Included in Base Rent
Sewer Connections	Included in Base Rent	Included in Base Rent
High-Speed Internet	81	\$9,483
Common Lines	66	\$7,730
Telephones Landlines	10 individual lines	\$1,300
Common Landlines	6 common landlines	\$780
Utilities and Maintenance Costs Subtotal: \$8,510		
Equipment		
Office Equipment	11 units	\$5,868
Common	6 units	\$3,200
Equipment Costs Subtotal: \$3,200		
Technology to Facilitate Access to the Indio AJCC		
RCIT	81	\$145,197
Common	66	\$118,309
Technology to Facilitate Access to Indio AJCC Subtotal: \$118,309		

SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY CO-LOCATED PARTNERS	
Cost Category	Total Cost
Subtotal: Rental Costs	\$501,547
Subtotal: Utilities and Maintenance Costs	\$8,510
Subtotal: Equipment Costs	\$3,200
Subtotal: Technology to Facilitate Access to Indio AJCC	\$118,309

TOTAL INFRASTRUCTURE COSTS FOR INDIO AJCC:	\$631,566
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Initial Proportionate Share of Infrastructure Costs Allocated to Each Co-located Partner

The initial proportionate share of infrastructure costs allocated to each Partner based on the agreed upon cost allocation methodology, each Partner's estimated total contribution amount, and whether it will be provided through cash, non-cash (in-kind), and/or third-party in-kind contributions. This initial determination must be periodically reconciled against actual costs incurred and adjusted accordingly.

Riverside County Workforce Development Division partners (or their respective state entity) may provide cash, non-cash, and third-party in-kind contributions to cover their proportionate share of infrastructure costs. If non-cash or in-kind contributions are used, they cannot include non-infrastructure costs (such as personnel), and they must be valued consistent with Uniform Guidance Section 200.306 to ensure they are fairly evaluated and meet the Partner's proportionate share.

If third-party in-kind contributions are made that support the AJCC(s) as a whole (such as space), that contribution will not count toward a specific partner's proportionate share of the IFA. Rather, the value of the contribution will be applied to the overall infrastructure budget prior to determining proportionate amounts and thereby reduce the contribution required for all partners.

Co-located Partner/s	Costs	Application of Methodology	Allocated Initial Share	Amount: Cash (estimated monthly)
HWS/WDD	Shared Total Infrastructure Cost	Square Footage and Benefit Use	\$322,280	\$26,857
EDD	Shared Total Infrastructure Cost	Square Footage and Benefit Use	\$239,069	\$19,922
GOODWILL	Rental Costs	Square Footage and Benefit Use	\$70,217	\$5,851

AJCC Infrastructure Budget Hemet AJCC		
Cost Category/Line Item	Line-Item Cost Detail	Cost
Rent		
Rental of Facilities		
Total Space	12,468 Square Feet	\$410,743
Rental Costs Subtotal: \$410,743		
Utilities and Maintenance		
Electric	Included in Base Rent	Included in Base Rent
Gas	Included in Base Rent	Included in Base Rent
Water	Included in Base Rent	Included in Base Rent
Sewer Connections	Included in Base Rent	Included in Base Rent
High-Speed Internet	34	\$5,483
Common Lines	21	\$3,387
Telephones Landlines	16 individual lines	\$752
Common Landlines	4 common landlines	\$188
Utilities and Maintenance Costs Subtotal: \$3,575		
Equipment		
Office Equipment	6 units	\$859
Common	4 units	\$573
Equipment Costs Subtotal: \$573		
Technology to Facilitate Access to the Hemet AJCC		
RCIT	34 units	\$60,947
Common	21 units	\$37,644
Technology to Facilitate Access to the Hemet AJCC Subtotal: \$37,644		

SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY CO-LOCATED PARTNERS	
Cost Category	Total Cost
Subtotal: Rental Costs	\$410,743
Subtotal: Utilities and Maintenance Costs	\$3,575
Subtotal: Equipment Costs	\$573
Subtotal: Technology to Facilitate Access to the Hemet AJCC	\$37,644
TOTAL INFRASTRUCTURE COSTS FOR HEMET AJCC:	\$452,535
Initial Proportionate Share of Infrastructure Costs Allocated to Each Co-located Partner	
<p>The initial proportionate share of infrastructure costs allocated to each Partner based on the agreed upon cost allocation methodology, each Partner's estimated total contribution amount, and whether it will be provided through cash, non-cash (in-kind), and/or third-party in-kind contributions. This initial determination must be periodically reconciled against actual costs incurred and adjusted accordingly.</p> <p>Riverside County Workforce Development Alliance partners (or their respective state entity) may provide cash, non-cash, and third-party in-kind contributions to cover their proportionate share of infrastructure costs. If non-cash or in-kind contributions are used, they cannot include non-infrastructure costs (such as personnel), and they must be valued consistent with Uniform Guidance Section 200.306 to ensure they are fairly evaluated and meet the Partner's proportionate share.</p> <p>If third-party in-kind contributions are made that support the AJCC(s) as a whole (such as space), that contribution will not count toward a specific partner's proportionate share of the IFA. Rather, the value of the contribution will be applied to the overall infrastructure budget prior to determining proportionate amounts and thereby reduce the contribution required for all partners.</p>	

Co-located Partner/s	Costs	Application of Methodology	Allocated Initial Share	Amount: Cash (estimated monthly)
HWS/WDD	Shared Total Infrastructure Cost	Square Footage and Benefit Use	\$239,844	\$19,987
EDD	Shared Total Infrastructure Cost	Square Footage and Benefit Use	\$212,691	\$17,724

AJCC Infrastructure Budget Moreno Valley AJCC		
Cost Category/Line Item	Line-Item Cost Detail	Cost
Rent		
Rental of Facilities		
Total Space	4,976 Square Feet	\$159,844
Rental Costs Subtotal: \$159,844		
Partner Share 100% of Total Rental Costs: \$159,844		
Utilities and Maintenance		
Electric	Included in Base Rent	Included in Base Rent
Gas	Included in Base Rent	Included in Base Rent
Water	Included in Base Rent	Included in Base Rent
Sewer Connections	Included in Base Rent	Included in Base Rent
High-Speed Internet	40	\$6,984
Common Lines	29	\$5,063
Telephones Landlines	11 individual lines	\$1,932
Common Landlines	2 common landlines	\$351
Utilities and Maintenance Costs Subtotal: \$8,916		
Partner Share 100% of Total Utilities and Maintenance Costs: \$8,916		
Equipment		
Office Equipment	2 units	\$1,200
Common	2 units	\$1,200
Equipment Costs Subtotal: \$1,200		
Partner Share 100% of Total Equipment Cost: \$1,200		
Technology to Facilitate Access to the Moreno Valley AJCC		
MoVal IT	40 units	\$75,646
Common	29 units	\$54,843
Technology to Facilitate Access to the Hemet AJCC Subtotal: \$75,646		
Partner Share 100% of Total Technology Cost: \$75,646		

SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY CO-LOCATED PARTNERS	
Cost Category	Total Cost
Subtotal: Rental Costs	\$159,844
Subtotal: Utilities and Maintenance Costs	\$8,916

Subtotal: Equipment Costs	\$1,200
Subtotal: Technology to Facilitate Access to Moreno Valley AJCC	\$75,646
TOTAL INFRASTRUCTURE COSTS FOR MORENO VALLEY AJCC:	\$245,606
TOTAL PARTNER SHARE INFRASTRUCTURE COSTS FOR MORENO VALLEY AJCC:	\$245,606

Initial Proportionate Share of Infrastructure Costs Allocated to Each Co-located Partner

The initial proportionate share of infrastructure costs allocated to each Partner based on the agreed upon cost allocation methodology, each Partner's estimated total contribution amount, and whether it will be provided through cash, non-cash (in-kind), and/or third-party in-kind contributions. This initial determination must be periodically reconciled against actual costs incurred and adjusted accordingly.

Riverside County Workforce Development Alliance partners (or their respective state entity) may provide cash, non-cash, and third-party in-kind contributions to cover their proportionate share of infrastructure costs. If non-cash or in-kind contributions are used, they cannot include non-infrastructure costs (such as personnel), and they must be valued consistent with Uniform Guidance Section 200.306 to ensure they are fairly evaluated and meet the Partner's proportionate share.

If third-party in-kind contributions are made that support the AJCC(s) as a whole (such as space), that contribution will not count toward a specific partner's proportionate share of the IFA. Rather, the value of the contribution will be applied to the overall infrastructure budget prior to determining proportionate amounts and thereby reduce the contribution required for all partners.

Co-located Partner/s	Costs	Application of Methodology	Allocated Initial Share	Amount: Cash (estimated monthly)
HWS/WDD	Shared Total Infrastructure Cost	Square Footage and Benefit Use	\$0	\$0
EDD	Shared Total Infrastructure Cost	Square Footage and Benefit Use	\$0	\$0
MORENO VALLEY	Shared Total Infrastructure Cost	Square Footage and Benefit Use	\$245,606	\$20,467.17

AJCC Infrastructure Budget Blythe Affiliate AJCC		
Cost Category/Line Item	Line-Item Cost Detail	Cost
Rent		
Rental of Facilities		
Total Space	2,062 Square Feet	\$83,844
Rental Costs Subtotal: \$83,844		
Utilities and Maintenance		
Electric	Included in Base Rent	Included in Base Rent
Gas	Included in Base Rent	Included in Base Rent
Water	Included in Base Rent	Included in Base Rent
Sewer Connections	Included in Base Rent	Included in Base Rent
High-Speed Internet	3	Leveraged
Common Lines	3	Leveraged
Telephones Landlines	6 individual lines	Leveraged
Common Landlines	6 common landlines	Leveraged
Utilities and Maintenance Costs Subtotal: \$0		
Equipment		
Office Equipment	7 units	Leveraged
Common	7 units	Leveraged
Equipment Costs Subtotal: \$0		
Technology to Facilitate Access to the Blythe AJCC		
Technology to Facilitate Access to the Blythe AJCC Subtotal: \$0		

SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY CO-LOCATED PARTNERS	
Cost Category	Total Cost
Subtotal: Rental Costs	\$83,844
Subtotal: Utilities and Maintenance Costs	\$0
Subtotal: Equipment Costs	\$0
Subtotal: Technology to Facilitate Accesses to Blythe AJCC	\$0
TOTAL INFRASTRUCTURE COSTS FOR BLYTHE AJCC:	\$83,844
TOTAL PARTNER SHARE INFRASTRUCTURE COSTS FOR BLYTHE AJCC:	\$83,844

Initial Proportionate Share of Infrastructure Costs Allocated to Each Co-located Partner

The initial proportionate share of infrastructure costs allocated to each Partner based on the agreed upon cost allocation methodology, each Partner's estimated total contribution amount, and whether it will be provided through cash, non-cash (in-kind), and/or third-party in-kind contributions. This initial determination must be periodically reconciled against actual costs incurred and adjusted accordingly.

Riverside County Workforce Development Alliance partners (or their respective state entity) may provide cash, non-cash, and third-party in-kind contributions to cover their proportionate share of infrastructure costs. If non-cash or in-kind contributions are used, they cannot include non-infrastructure costs (such as personnel), and they must be valued consistent with Uniform Guidance Section 200.306 to ensure they are fairly evaluated and meet the Partner's proportionate share.

If third-party in-kind contributions are made that support the AJCC(s) as a whole (such as space), that contribution will not count toward a specific partner's proportionate share of the IFA. Rather, the value of the contribution will be applied to the overall infrastructure budget prior to determining proportionate amounts and thereby reduce the contribution required for all partners.

Co-located Partner/s	Costs	Application of Methodology	Allocated Initial Share	Amount: Cash (estimated monthly)
EDD	Shared Total Infrastructure Cost	Square Footage and Benefit Use	\$83,844	\$6,987

ATTACHMENT D2

Riverside County AJCC System Consolidated Career Services Cost Budget

Riverside AJCC- Required Consolidated Budget for the Delivery of Applicable Career Services
This budget must include each of the Partner's costs for the service delivery of each applicable career service and a consolidated system budget for career services applicable to more than one Partner. Unlike the IFA, other system costs should include all costs, including personnel, related to the administration and delivery of those services.

TOTAL COST DESCRIPTION SUMMARY	Budgeted Costs
Total Infrastructure (Non-Personnel Costs)	\$1,162,997
Total Applicable Career Services Costs*	\$95,720
Total	\$1,258,717

	(Column A)	(Column B)	(Column C)	(Column D)
Partner	Total Infrastructure Share Costs	% of Total Infrastructure Share Costs	Applicable Career Services Costs*	Total Costs (A + C)
Workforce Development Board	\$0	0%	\$0	\$0
HWS/WDD	\$781,650	67.21%	\$0	\$781,650
Strategix Management LLC (Job Corps)	\$0	0%	\$0	\$0
California Family Life Center	\$0	0%	\$0	\$0
Alvord USD	\$0	0%	\$	\$0
Jurupa USD	\$0	0%	\$0	\$0
Riverside USD	\$0	0%	\$0	\$0
Lake Elsinore USD	\$0	0%	\$0	\$0
Coachella Valley USD	\$0	0%	\$0	\$0
Corona-Norco USD				
EDD -Workforce Services	\$377,275	32.44%	\$0	\$377,275
EDD - UIB	\$0	0%	\$83,533	\$83,533
California Indian Manpower Consortium Inc	\$0	0%	\$0	\$0
Center for Employment Training	\$0	0%	\$0	\$0
Riverside County Office of Education	\$0	0%	\$0	\$0
Mt. San Jacinto Community College District	\$0	0%	\$0	\$0
Goodwill Industries of Southern California	\$4,072	.35%	\$0	\$4,072
Riverside Community College District	\$0	0%	\$0	\$0

Department of Rehabilitation	\$0	0%	\$0	\$0
Department of Developmental Services	\$0	0%	\$0	\$0
Department of Public Social Services	\$0	0%	\$0	\$0
Housing Authority	\$0	0%	\$0	\$0
SER-Jobs for Progress	\$0	0%	\$12,187	\$12,187
Soboba Tribal TANF Program	\$0	0%	\$0	\$0
LightHouse Social Service Centers	\$0	0%	\$0	\$0
Community Action Partnership	\$0	0%	\$0	\$0
El Sol Neighborhood Educational Center	\$0	0%	\$0	\$0
City of Moreno Valley	\$0	0%	\$0	\$0
TOTAL	\$1,162,997	100%	\$95,720	\$1,258,717

Indio AJCC - Required Consolidated Budget for the Delivery of Applicable Career Services

This budget must include each of the Partner's costs for the service delivery of each applicable career service and a consolidated system budget for career services applicable to more than one Partner. Unlike the IFA, other system costs should include all costs, including personnel, related to the administration and delivery of those services.

TOTAL COST DESCRIPTION SUMMARY	Budgeted Costs
Total Infrastructure (Non-Personnel Costs)	\$631,566
Total Applicable Career Services Costs*	\$95,720
Total	\$727,286

	(Column A)	(Column B)	(Column C)	(Column D)
Partner	Total Infrastructure Share Costs/Rental Costs	% of Total Infrastructure Share Costs/Rental Costs	Applicable Career Services Costs*	Total Costs (A + C)
Workforce Development Board	\$0	0%	\$0	\$0
HWS/WDD	\$322,280	42%	\$0	\$322,280
Strategix Management LLC (Job Corps)	\$0	0%	\$0	\$0
California Family Life Center	\$0	0%	\$0	\$0
Alvord USD	\$0	0%	\$0	\$0
Jurupa USD	\$0	0%	\$0	\$0
Riverside USD	\$0	0%	\$0	\$0
Lake Elsinore USD	\$0	0%	\$0	\$0

Coachella Valley USD	\$0	0%	\$0	\$0
Corona-Norco USD	\$0	0%	\$0	\$0
EDD -Workforce Services	\$239,069	44%	\$0	\$239,069
EDD - UIB	\$0	0%	\$83,533	\$83,533
California Indian Manpower Consortium Inc	\$0	0%	\$0	\$0
Center for Employment Training	\$0	0%	\$0	\$0
Riverside County Office of Education	\$0	0%	\$0	\$0
Mt. San Jacinto Community College District	\$0	0%	\$0	\$0
Goodwill Industries of Southern California	\$70,217	14%	\$0	\$70,217
Riverside Community College District	\$0	0%	\$0	\$0
Department of Rehabilitation	\$0	0%	\$0	\$0
Department of Developmental Services	\$0	0%	\$0	\$0
Department of Public Social Services	\$0	0%	\$0	\$0
Housing Authority	\$0	0%	\$0	\$0
SER-Jobs for Progress	\$0	0%	\$12,187	\$12,187
Soboba Tribal TANF Program	\$0	0%	\$0	\$0
LightHouse Social Service Centers	\$0	0%	\$0	\$0
Community Action Partnership	\$0	0%	\$0	\$0
TOTAL	\$631,566	100%	\$95,720	\$727,286

Hemet AJCC - Required Consolidated Budget for the Delivery of Applicable Career Services

This budget must include each of the Partner's costs for the service delivery of each applicable career service and a consolidated system budget for career services applicable to more than one Partner. Unlike the IFA, other system costs should include all costs, including personnel, related to the administration and delivery of those services.

TOTAL COST DESCRIPTION SUMMARY	Budgeted Costs
Total Infrastructure (Non-Personnel Costs)	\$452,535
Total Applicable Career Services Costs*	\$95,720
Total	\$548,255

	(Column A)	(Column B)	(Column C)	(Column D)
Partner	Total Infrastructure Share Costs	% of Total Infrastructure Share Costs	Applicable Career Services Costs*	Total Costs (A + C)
Workforce Development Board	\$0	0%	\$0	\$0
HWS/WDD	\$239,844	53%	\$0	\$239,844
Strategix Management LLC (Job Corps)	\$0	0%	\$0	\$0
California Family Life Center	\$0	0%	\$0	\$0
Alvord USD	\$0	0%	\$0	\$0
Jurupa USD	\$0	0%	\$0	\$0
Riverside USD	\$0	0%	\$0	\$0
Lake Elsinore USD	\$0	0%	\$0	\$0
Coachella Valley USD	\$0	0%	\$0	\$0
Corona-Norco USD	\$0	0%	\$0	\$0
EDD -Workforce Services	\$212,691	47%	\$0	\$212,691
EDD - UIB	\$0	0%	\$83,533	\$83,533
California Indian Manpower Consortium Inc	\$0	0%	\$0	\$0
Center for Employment Training	\$0	0%	\$0	\$0
Riverside County Office of Education	\$0	0%	\$0	\$0
Mt. San Jacinto Community College District	\$0	0%	\$0	\$0
Goodwill Industries of Southern California	\$0	0%	\$0	\$0
Riverside Community College District	\$0	0%	\$0	\$0
Department of Rehabilitation	\$0	0%	\$0	\$0
Department of Developmental Services	\$0	0%	\$0	\$0

Department of Public Social Services	\$0	0%	\$0	\$0
Housing Authority	\$0	0%	\$0	\$0
SER-Jobs for Progress	\$0	0%	\$12,187	\$12,187
Soboba Tribal TANF Program	\$0	0%	\$0	\$0
El Sol Neighborhood Educational Center	\$0	0%	\$0	\$0
City of Moreno Valley	\$0	0%	\$0	\$0
TOTAL	\$452,535	100%	\$95,720	\$548,255

Moreno Valley AJCC - Required Consolidated Budget for the Delivery of Applicable Career Services

This budget must include each of the Partner's costs for the delivery service of each applicable career service and a consolidated system budget for career services applicable to more than one Partner. Unlike the IFA, other system costs should include all costs, including personnel, related to the administration and delivery of those services.

TOTAL COST DESCRIPTION SUMMARY	Budgeted Costs
Total Infrastructure (Non-Personnel Costs)	\$245,606
Total Applicable Career Services Costs*	\$95,720
Total	\$341,326

	(Column A)	(Column B)	(Column C)	(Column D)
Partner	Total Infrastructure Share Costs	% of Total Infrastructure Share Costs	Applicable Career Services Costs*	Total Costs (A + C)
Workforce Development Board	\$0	0%	\$0	\$0
HWS/WDD	\$0	0%	\$0	\$0
Strategix Management LLC (Job Corps)	\$0	0%	\$0	\$0
California Family Life Center	\$0	0%	\$0	\$0
Alvord USD	\$0	0%	\$0	\$0
Jurupa USD	\$0	0%	\$0	\$0
Riverside USD	\$0	0%	\$0	\$0
Lake Elsinore USD	\$0	0%	\$0	\$0
Coachella Valley USD	\$0	0%	\$0	\$0
Corona-Norco USD	\$0	0%	\$0	\$0
EDD -Workforce Services	\$0	0%	\$83,533	\$83,533
EDD - UIB	\$0	0%	\$0	\$0
California Indian Manpower Consortium Inc	\$0	0%	\$0	\$0

Center for Employment Training	\$0	0%	\$0	\$0
Riverside County Office of Education	\$0	0%	\$0	\$0
Mt. San Jacinto Community College District	\$0	0%	\$0	\$0
Goodwill Industries of Southern California	\$0	0%	\$0	\$0
Riverside Community College District	\$0	0%	\$0	\$0
Department of Rehabilitation	\$0	0%	\$0	\$0
Department of Developmental Services	\$0	0%	\$0	\$0
Department of Public Social Services	\$0	0%	\$12,187	\$12,187
Housing Authority	\$0	0%	\$0	\$0
SER-Jobs for Progress	\$0	0%	\$0	\$0
Soboba Tribal TANF Program	\$0	0%	\$0	\$0
El Sol Neighborhood Educational Center	\$0	0%	\$0	\$0
City of Moreno Valley	\$245,606	100%	\$0	\$245,606
TOTAL	\$245,606	100%	\$95,720	\$341,326

Blythe Affiliate AJCC - Required Consolidated Budget for the Delivery of Applicable Career Services

This budget must include each of the Partner's costs for the delivery service of each applicable career service and a consolidated system budget for career services applicable to more than one Partner. Unlike the IFA, other system costs should include all costs, including personnel, related to the administration and delivery of those services.

TOTAL COST DESCRIPTION SUMMARY	Budgeted Costs
Total Infrastructure (Non-Personnel Costs)	\$83,844
Total Applicable Career Services Costs*	\$0
Total	\$83,844

(Column A) (Column B) (Column C) (Column D)

Partner	Total Infrastructure Share Costs	% of Total Infrastructure Share Costs	Applicable Career Services Costs*	Total Costs (A + C)
Workforce Development Board	\$0	0%	\$0	\$0
HWS/WDD	\$0	0%	\$0	\$0
Strategix Management LLC (Job Corps)	\$0	0%	\$0	\$0
California Family Life Center	\$0	0%	\$0	\$0
Alvord USD	\$0	0%	\$0	\$0
Jurupa USD	\$0	0%	\$0	\$0
Riverside USD	\$0	0%	\$0	\$0
Lake Elsinore USD	\$0	0%	\$0	\$0
Coachella Valley USD	\$0	0%	\$0	\$0
Corona-Norco USD	\$0	0%	\$0	\$0
EDD- Workforce Services	\$74,621	89%	\$0	\$74,621
EDD - UIB	\$0	0%	\$0	\$0
California Indian Manpower Consortium Inc	\$0	0%	\$0	\$0
Center for Employment Training	\$0	0%	\$0	\$0
Riverside County Office of Education	\$0	0%	\$0	\$0
Mt. San Jacinto Community College District	\$0	0%	\$0	\$0
Goodwill Industries of Southern California	\$0	0%	\$0	\$0
Riverside Community College District	\$0	0%	\$0	\$0
Department of Rehabilitation	\$9,223	11%	\$0	\$9,223
Department of Developmental Services	\$0	0%	\$0	\$0
Department of Public Social Services	\$0	0%	\$0	\$0
Housing Authority	\$0	0%	\$0	\$0
SER-Jobs for Progress	\$0	0%	\$0	\$0

Soboba Tribal TANF Program	\$0	0%	\$0	\$0
El Sol Neighborhood Educational Center	\$0	0%	\$0	\$0
City of Moreno Valley	\$0	0%	\$0	\$0
TOTAL	\$83,844	100%	\$0	\$83,844

ATTACHMENT E

America's Job Center of California Services

Career Services (CS):

Career services include self-help services, services requiring minimal staff assistance and services requiring more staff involvement, generally provided to individuals unable to find employment through basic career services and deemed to be in need of more concentrated services to obtain employment; or who are employed but deemed to be in need of more concentrated services to obtain or retain employment that allows for self-sufficiency.

1. **Eligibility Determination:** This is the process of obtaining and documenting information about an individual's circumstances and comparing that information with the criteria set by an agency or program to decide if the individual qualifies for participation.
2. **Intake and Orientation:** Outreach activities involve the collection, publication, and dissemination of information on program services available and directed toward jobless, economically disadvantaged, and other individuals. Intake is the process of collecting basic information, e.g., name, address, phone number, SSN, and all other required information to determine eligibility or ineligibility for an individual's program. Orientation, whether offered in a group setting, one-on-one, or electronically, is the process of providing broad information to customers in order to acquaint them with the services, programs, staff, and other resources at the America's Job Center of California (AJCC), affiliate, or self-service location
3. **Initial Assessment:** For individuals new to the workforce system, initial assessment involves the gathering of basic information about skill levels, aptitudes, abilities, barriers, and supportive service needs in order to recommend next steps and determine potential referrals to partners or community resources.
4. **Job Search, Placement Assistance, and Career Counseling:** Job Search helps an individual seek, locate, apply for, and obtain a job. It may include but is not limited to: job finding skills, orientation to the labor market, resume preparation assistance, development of a job search plan, job development, referrals to job openings, placement services, job finding clubs, job search workshops, vocational exploration, relocation assistance, and re-employment services such as orientation, skills determination, and pre-layoff assistance. Placement Assistance is a service that helps people to identify and secure paid employment that matches their aptitude, qualifications experiences, and interests. Career Counseling is a facilitated exploration of occupational and industrial information that will lead to a first, new, or a better job for the individual.
5. **Employment Statistics-Labor Market Information:** Collect and report data about employment levels, unemployment rates, wages and earnings, employment projections, jobs, training resources, and careers; see ONet, CalJOBS, LMI.
6. **Eligible Provider Performance / Program Cost Information:** Collect and provide information on:
 - A. Eligible training service providers (described in WIOA Section 122)
 - B. Eligible youth activity providers (described in WIOA Section 123).
 - C. Eligible adult education providers (described in WIOA Title II).
 - D. Eligible postsecondary vocational educational activities and vocational educational activities available to school dropouts under the Carl Perkins Act (20 USC 230 I).
 - E. Eligible vocational rehabilitation program activities (described in Title I of the Rehabilitation Act of 1973).
7. **Local Performance Information:** Collect and provide information on the local area's recent performance measure outcomes
8. **Supportive Services' Information:** Collect and provide information on services such as

transportation, childcare, dependent care, housing, and need-related payments that are necessary to enable an individual to participate in employment and training activities.

9. **Unemployment Insurance:** Provisions of information and assistance regarding filing of claims for unemployment compensation, by which the one-stop must provide meaningful assistance to individuals seeking assistance in filing a claim for unemployment insurance.
10. **Eligibility Assistance:** Provide guidance to individuals on eligibility for other programs and on financial aid assistance for training and education programs that are available in the local area.
11. **Follow-Up Services:** Services provided to participants who are placed in unsubsidized employment, for not less than 12 months after the first day of the employment. These services assist those individuals to maintain employment or qualify for promotions with that employment
12. **Comprehensive and Specialized Assessments:** A closer look at the skills levels and service needs that may include:
 - A. Diagnostic Testing and use of other assessment tools; and
 - B. In-depth interviewing and evaluation to identify employment barriers and appropriate employment goals
13. **Individual Employment Plan Development:** Working with individuals to identify their employment goals, the appropriate achievement objectives, and the appropriate combination of services that will help the individual achieve those goals.
14. **Group Counseling**
15. **Individual Counseling and Career Planning**
16. **Case Management:** For participants who receive training services under WIOA Section 134(d)(4).
17. **Short-Term Prevocational Services:** Can include development of learning skills, communication skills, interviewing skills, punctuality, personal maintenance skills, and professional conduct, to prepare individuals for unsubsidized employment or training.

Training Services (TS):

Services offered through a training provider help individuals upgrade their skills, earn degrees and certifications, or otherwise enhance their employability through learning and education. Types of training services include:

1. **Occupational Skills Training:** An organized program of study that provides specific vocational skills that lead to proficiency in performing actual tasks and technical functions required by certain occupational fields at entry, intermediate or advanced levels
2. **On-the-Job Training (OJT):** Training by an employer that is provided to a paid participant while engaged in productive work that is limited in duration, provides knowledge or skills essential to the full and adequate performance of the job, and reimburses the employer for the costs associated with training the OJT trainee often calculated based on a percentage of the trainee's wages
3. **Workplace and cooperative education:** Programs that combine workplace training with related instruction, which may include cooperative education programs
4. **Vocational Training:** Courses in high in demand industries operated by the private sector, approved on state Eligible Training Provide List.
5. **Skills upgrading and retraining:** Courses that prepare people for entrance into a new occupation through instruction in new and different skills demanded by technological changes. These courses

train incumbent workers in specific skills needed by that business or industry and that lead to potential career growth and increased wages. This includes courses that develop professional competencies that are particularly relevant to a vocational & occupational goal. It must be demonstrated that the training will result in the workers' acquisition of transferable skills or an industry-recognized certification or credential.

6. **Entrepreneurial training**

7. **Job-readiness training**

8. **Adult Education and Literacy (ABE/ESL/ASE) programs:**

Adult education programs provide services to (1) assist adults to become literate and obtain the knowledge and skills necessary for employment and economic self-sufficiency; (2) assist adults who are parents or family members to obtain education and skills; (3) assist adults in attaining a secondary school diploma and postsecondary education and training, including through career pathways; and (4) assist immigrants and other individuals who are English language learners. Services include, but are not limited to, a comprehensive assessment and placement, orientation and counseling, instruction, coursework, or workshops that provide direction for the development and ability for adult learners to read, write, and speak in English, compute, and solve problems, at levels of proficiency necessary to function in society or on the job.

9. **Customized training:** Training that is designed to meet the special requirements of an employer or group of employers and that is conducted with a commitment by the employer to employ an individual upon successful completion of the training and for which the employer pays for a portion of the cost of training

Business Services (BS):

AJCC services offered to employers include:

1. **Employer needs assessment:** Evaluation of employer needs, particularly future hiring and talent needs.
2. **Job posting:** Receiving and filling of job openings; searching resumes; providing access to a diverse labor pool
3. **Applicant pre-screening:** Assessing candidates according to the employer's requirements and hiring needs; referring candidates based on their knowledge, skills, and abilities relative to the employer requirements.
4. **Recruitment assistance:** Raising awareness of employers and job openings and attracting individuals to apply for employment at a hiring organization. Specific activities may include posting employer announcements, provision of job applications, and hosting job fairs and mass recruitment
5. **Training assistance:** Providing training resources to enable employers to upgrade employee skills, introduce workers to new technology, or to help employees transition into new positions.
6. **Labor Market Information:** Access to information on labor market trends, statistics, and other data related to the economy, wages, industries, etc.
7. **Employer information and referral:** Provision of information on topics of interest to employers such as services available in the community, local training providers, federal laws and requirements, tax information, apprenticeship programs, human resource practices, alien labor certification, incentive programs such as WOTC or the federal bonding program, etc.

8. **Rapid Response and Layoff Aversion:** Provision of services to prevent downsizing or closure, or to assist during layoff events. Strategies may include incumbent worker training to avert lay-offs, financing options, employee ownership options, placement assistance, worker assessments, establishment of transition centers, labor-management committees, peer counseling, etc.

Career Services:	Career Services offered through the AJCC include services: CS1 - 17
Training Services:	Training Services offered through the AJCC include services: TS1 - 9
Employer Services:	Employer Services offered to employers include services: ES1 - 8

ATTACHMENT F
AJCC Partner Services and Program Matrix

Partner Name	Program Name	Career Services (CS Codes)	Training Services (TS Codes)	Employer Services (ES Codes)	Service Delivery Method	Location Code	Required WIOA Partner
Riverside County Housing & Workforce Solutions	Title I – Adult, Dislocated Worker, and Youth Programs	CS1–CS17	TS1–TS7, TS9	ES1–ES8	FT, T, A, B, P	AJCC Locations	Yes
Corona-Norco Unified School District	Title II – Adult Education & Literacy	CS2–CS5, CS8, CS10	TS8	—	T, A, B, P	AJCC & Partner Sites	Yes
Coachella Valley Unified School District	Title II – Adult Education & Literacy	CS2–CS5, CS8, CS10	TS8	—	T, A, B, P	AJCC & Partner Sites	Yes
Jurupa Unified School District	Title II – Adult Education & Literacy	CS2–CS5, CS8, CS10	TS8	—	T, A, B, P	AJCC & Partner Sites	Yes
Lake Elsinore Unified School District	Title II – Adult Education & Literacy	CS2–CS5, CS8, CS10	TS8	—	T, A, B, P	AJCC & Partner Sites	Yes
Alvord Unified School District	Title II – Adult Education & Literacy	CS2–CS5, CS8, CS10	TS8	—	T, A, B, P	AJCC & Partner Sites	Yes
Mt. San Jacinto Community College District	Title II – Adult Education & Literacy	CS2–CS5, CS8, CS10	TS8	—	T, A, B, P	AJCC & Partner Sites	Yes
Riverside County Office of Education	Adult Education Program	CS2–CS5, CS8, CS10	TS8	—	T, A, B, P	AJCC & Partner Sites	Yes

Riverside Unified School District	Title II – Adult Education & Literacy	CS2–CS5, CS8, CS10	TS8	—	T, A, B, P	AJCC & Partner Sites	Yes
California Employment Development Department (EDD)	Title III – Wagner-Peyser Employment Services	CS2, CS3, CS4, CS5, CS9, CS10	—	ES1–ES8	FT, T, A, B, P	AJCC Locations	Yes
California Department of Rehabilitation – Riverside Branch	WIOA Title IV – Vocational Rehabilitation	CS2–CS4, CS6, CS12–CS13	TS2, TS7–TS8	—	FT, T, A, B, P	Partner Sites	Yes
El Sol Neighborhood Education Center	Title II – Adult Ed., ESL, HS Equivalency, EI Civics	CS2–CS3, CS11–CS12, CS15	TS3, TS7–TS8	—	T, B, P	Partner Sites	Yes
Soboba Band of Luiseno Indians	Title IV – Tribal TANF	CS2–CS4, CS6, CS12–CS13, CS17	TS2, TS7–TS8	—	T, A, B, P	Partner Sites	No
Goodwill Industries of Southern California	Title I Adult Customized Career Training Services	CS1–CS4, CS8, CS10, CS12–CS15	TS1–TS5, TS9	—	FT, T, A, B, P	Partner Sites	No
Department of Developmental Services	Title IV – Rehabilitation Act – VR Services	CS1–CS4, CS8, CS10, CS12–CS15	—	—	T, A, B, P	Partner Sites	Yes
City of Moreno Valley	Local Workforce & Community Services	CS1–CS4, CS8, CS10,	—	ES1–ES8	FT, T, A, B, P	Partner Sites	No

		CS12– CS15					
SER-Jobs for Progress National, Inc.	Title V – Older Americans Act / SCSEP	CS1– CS5	TS7	—	T, A, B	Partner Sites	No
Strategix Management Inc, LLC - Inland Empire Job Corps Center	WIOA Title I – Job Corps	CS1– CS17	TS1–TS9	ES1–ES8	FT, T, A, B, P	Partner Sites	No
California Indian Manpower Consortium	WIOA Title I – Section 166	CS1– CS17	TS1–TS9	ES1–ES8	T, A, B, P	Partner Sites	Yes
Center for Employment Training – Farmworker Programs	WIOA Title I – Migrant & Seasonal Farm Worker Programs Section 167	CS1– CS17	TS1–TS9	ES1–ES8	T, A, B, P	Partner Sites	Yes
EDD – Farm Workers	WIOA Section 167 – Migrant & Seasonal Farmworker Program	CS2, CS3, CS4, CS5, CS9	—	ES1–ES8	FT, T, A, B, P	AJCC Locations	Yes
EDD Workforce Services – Veterans Representatives	Jobs for Veterans State Grant Program (JVSG)	CS2, CS3, CS4, CS5, CS9, CS10	—	ES1–ES8	FT, T, A, B, P	AJCC Locations	Yes
California Family Life Centers	Youth Build Program	CS1– CS17	TS1–TS9	—	C, T, A, B, P	Partner Sites	No
EDD Workforce Services – TAA, TRA Specialists	Trade Adjustment Assistance Program	CS2, CS3, CS4, CS5, CS9, CS10	TS1, TS2	ES1–ES8	FT, T, A, B, P	AJCC Locations	No

EDD-UIB	Unemployment Insurance Program	CS1, CS2, CS9,	—	—	T, A, B	AJCC Locations	No
Riverside County Department of Public Social Services	TANF / CalWORKs Programs	CS10	—	—	T, A, B	Partner Sites	No
Community Action Partnership of Riverside County	CSBG Employment & Training Services	CS1–CS10	TS1, TS7	—	T, A, B	Partner Sites	No
Housing Authority of the County of Riverside	HUD Employment & Self-Sufficiency Programs	CS2–CS10	TS1, TS5, TS7	—	T, A, B	Partner Sites	No
Lighthouse Social Service Centers – Reentry Support	Second Chance / Reentry Programs	CS2–CS10	TS1, TS7	—	T, A, B	Partner Sites	No

ATTACHMENT G
Partner Referral Form for Services

Riverside County
America's Job Center of California
WIOA PARTNER REFERRAL FOR SERVICES

Date: _____
Customer's Name: _____
Address: _____
City: _____ State: _____ ZIP: _____
Phone: _____ Alternative Phone: _____

Referred To (Organization): _____
Street Address: _____
City: _____ State: _____ ZIP: _____
Contact Person: _____ Phone: _____ Ext.: _____

Referred For:

<input type="checkbox"/> Assessment	<input type="checkbox"/> SSI/SSDI	<input type="checkbox"/> Transportation
<input type="checkbox"/> Family Services	<input type="checkbox"/> Medical/Health Services	<input type="checkbox"/> Food Assistance
<input type="checkbox"/> Education/Training	<input type="checkbox"/> Financial Assistance	<input type="checkbox"/> UI
<input type="checkbox"/> Counseling, Personal	<input type="checkbox"/> Housing	<input type="checkbox"/> Senior Services
<input type="checkbox"/> Veteran's Services	<input type="checkbox"/> Abuse Advocate	<input type="checkbox"/> Crisis Intervention
<input type="checkbox"/> Placement/Job Development	<input type="checkbox"/> Vocational Rehabilitation	<input type="checkbox"/> Other

Specify: _____

List of Other Agencies Referred To: _____

Referring from (Organization): _____
Street Address: _____
City: _____ State: _____ ZIP: _____
Referred By: _____ Phone: _____ Fax: _____
Response Requested: Yes No Phone Confirmation: Yes No
Date Referred: _____ Method of Referral: Fax Email Text
Comments: _____

Attachments (if applicable):

<input type="checkbox"/> Release of Information	<input type="checkbox"/> Assessments	<input type="checkbox"/> Intake/Eligibility or Employment Plan
<input type="checkbox"/> Payment Authorization	<input type="checkbox"/> Work Restrictions	<input type="checkbox"/> Other: _____

*Note to the Customer: **"THIS IS A REFERRAL ONLY!"**

Services will be determined by the provider according to the agency guidelines.

*Equal Opportunity Employer/Program

Auxiliary aids and services are available upon request to individuals with disabilities by calling (951) 955.3100 or
TTY (951) 955.9050.

Individuals with speech and/or hearing impairments may call CA Relay 711.

ATTACHMENT H
Riverside County AJCC Service Delivery Codes

Service Delivery Codes:	
Code	Method Description
FT	On-Site Staff Full Time
PT	On-Site Staff Part Time
C	Contracted Service On-Site Full Time
C/PT	Contracted Service On-Site Part Time
C/Off	Contracted Service Off-Site
T	Access Via Telephone
A	Access Via Automated System
B	Brochure/Handout
P	Posting at One-Stop Center
O	Other
NA	Not Applicable

ATTACHMENT I
Partner Acronyms

Partner Name	Acronyms
Riverside County Housing & Workforce Solutions – Workforce Development Division	HWS/WDD
Alvord Unified School District	Alvord USD
Corona-Norco Unified School District	Corona Norco USD
Coachella Valley Unified School District	Coachella USD
Jurupa Unified School District	Jurupa USD
Lake Elsinore Unified School District	Lake Elsinore USD
Mt. San Jacinto Community College District	MSJCCD
Riverside Unified School District	RUSD
Riverside County Office of Education Adult Education Program	RCOE
California Employment Development Department – Workforce Services	EDD
California Department of Rehabilitation – Riverside Branch	DOR
Riverside Community College District – Career & Technical Education Programs	RCC
SER-Jobs for Progress National, Inc.	SER
Strategix Management Inc, LLC - Inland Empire Job Corps Center	Job Corps
California Indian Manpower Consortium	CIMC
Center for Employment Training – Farmworker Programs	CET
California Employment Development Department – Farm Workers	EDD- Farm Workers
California Employment Development Department- Workforce Services – Veterans Representatives	EDD-Veterans Reps
California Family Life Centers	CFLC
California Employment Development Department Workforce Services – TAA, TRA Specialists	EDD-TAA
California Employment Development Department – Unemployment Insurance Branch	EDD-UIB
Riverside County Department of Public Social Services	DPSS
Community Action Partnership of Riverside County	HWS/CAP
Housing Authority of the County of Riverside	HWS/HA
Lighthouse Social Service Centers – Reentry Support	LIGHTHOUSE
El Sol Neighborhood Education Center	EL SOL
Soboba Band of Luiseno Indians	SOBOBA
Goodwill Industries of Southern California	Goodwill
City of Moreno Valley	Moreno Valley







Amended and Restated WIOA Partner MOU Final

Final Audit Report

2026-04-07

Created:	2026-04-07
By:	Jorge Cardenas Ramirez (JCRamirez@RIVCO.Org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAMIMUmYUukrGAWJ_oDbdljDkcB9McYnRa

"Amended and Restated WIOA Partner MOU Final" History

-  Document created by Jorge Cardenas Ramirez (JCRamirez@RIVCO.Org)
2026-04-07 - 8:09:21 PM GMT- IP address: 158.61.6.1
-  Document emailed to mjramirez@cfckids.org for signature
2026-04-07 - 8:14:07 PM GMT
-  Email viewed by mjramirez@cfckids.org
2026-04-07 - 8:18:28 PM GMT- IP address: 66.249.84.224
-  Signer mjramirez@cfckids.org entered name at signing as Mary Jo Ramirez
2026-04-07 - 8:19:01 PM GMT- IP address: 47.181.13.198
-  Document e-signed by Mary Jo Ramirez (mjramirez@cfckids.org)
Signature Date: 2026-04-07 - 8:19:03 PM GMT - Time Source: server- IP address: 47.181.13.198
-  Agreement completed.
2026-04-07 - 8:19:03 PM GMT

Certificate of Completion

Envelope Id: CB3257B1-0CB8-4834-AF1F-2CFBCCFE1048	Status: Completed
Subject: Complete with Docusign: Amended and Restated WIOA Partner MOU Final.pdf	
Source Envelope:	
Document Pages: 82	Signatures: 1
Certificate Pages: 1	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Disabled	Matthew Wilkins
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	1215 O Street
	Sacramento, CA 95814
	Matthew.Wilkins@dds.ca.gov
	IP Address: 158.96.177.66

Record Tracking

Status: Original	Holder: Matthew Wilkins	Location: DocuSign
4/10/2026 8:51:32 AM	Matthew.Wilkins@dds.ca.gov	
Security Appliance Status: Connected	Pool: StateLocal	

Signer Events

Signature	Timestamp
Samantha Steele	Sent: 4/10/2026 9:00:11 AM
Samantha.Steele@cs.dds.ca.gov	Viewed: 4/10/2026 9:15:43 AM
Facility Director	Signed: 4/10/2026 9:16:45 AM
Security Level: Email, Account Authentication (None)	Signature Adoption: Pre-selected Style
	Using IP Address: 158.96.177.66

Electronic Record and Signature Disclosure:
Not Offered via Docusign

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent	Hashed/Encrypted	4/10/2026 9:00:12 AM
Certified Delivered	Security Checked	4/10/2026 9:15:43 AM
Signing Complete	Security Checked	4/10/2026 9:16:45 AM
Completed	Security Checked	4/10/2026 9:16:45 AM

Payment Events

Status

Timestamps











Amended and Restated WIOA Partner MOU Final

Final Audit Report

2026-04-14

Created:	2026-04-14
By:	Jorge Cardenas Ramirez (JCRamirez@RIVCO.Org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA_X95aDC6uZPRIWb5YAoJ2Z9HHqXOkex6

"Amended and Restated WIOA Partner MOU Final" History

-  Document created by Jorge Cardenas Ramirez (JCRamirez@RIVCO.Org)
2026-04-14 - 8:00:22 PM GMT- IP address: 158.61.6.1
-  Document emailed to alfonso.jimenez@dor.ca.gov for signature
2026-04-14 - 8:10:24 PM GMT
-  Email viewed by alfonso.jimenez@dor.ca.gov
2026-04-14 - 8:10:43 PM GMT- IP address: 71.84.240.252
-  Signer alfonso.jimenez@dor.ca.gov entered name at signing as Alfonso Jimenez Jr
2026-04-14 - 8:14:43 PM GMT- IP address: 136.226.64.108
-  Document e-signed by Alfonso Jimenez Jr (alfonso.jimenez@dor.ca.gov)
Signature Date: 2026-04-14 - 8:14:45 PM GMT - Time Source: server- IP address: 136.226.64.108
-  Document emailed to linda.vu@dor.ca.gov for signature
2026-04-14 - 8:14:47 PM GMT
-  Email viewed by linda.vu@dor.ca.gov
2026-04-14 - 8:17:44 PM GMT- IP address: 104.47.64.254
-  Signer linda.vu@dor.ca.gov entered name at signing as Linda Vu
2026-04-14 - 8:18:49 PM GMT- IP address: 170.85.155.32
-  Document e-signed by Linda Vu (linda.vu@dor.ca.gov)
Signature Date: 2026-04-14 - 8:18:51 PM GMT - Time Source: server- IP address: 170.85.155.32
-  Agreement completed.
2026-04-14 - 8:18:51 PM GMT

Certificate Of Completion

Envelope Id: C887D4F2-F1A3-87EE-82EC-05F31330E3AF	Status: Completed
Subject: Complete with Docusign: Amended and Restated WIOA Partner MOU Final.pdf	
Source Envelope:	
Document Pages: 82	Signatures: 1
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Vanessa Leccese
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	14177 Frederick St
	PO Box 88005
	Moreno Valley, CA 92552-0805
	VanessaL@moval.org
	IP Address: 76.53.164.186

Record Tracking

Status: Original	Holder: Vanessa Leccese	Location: DocuSign
4/16/2026 4:12:09 PM	VanessaL@moval.org	

Signer Events

Brian Mohan
 brianm@moval.org
 Executive Director/City Manager
 Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

 1099D8CFD8FA4D5...
 Signature Adoption: Pre-selected Style
 Using IP Address: 47.180.173.87
 Signed using mobile

Timestamp

Sent: 4/16/2026 4:17:54 PM
 Viewed: 4/17/2026 11:47:35 AM
 Signed: 4/17/2026 11:47:58 AM

Electronic Record and Signature Disclosure:
 Accepted: 4/17/2026 11:47:35 AM
 ID: 46388ba9-5f47-4272-947a-86e4caa17a50

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Stephanie Macias
 stephaniem@moval.org
 Security Level: Email, Account Authentication (None)

COPIED

Sent: 4/16/2026 4:17:54 PM
 Viewed: 4/17/2026 10:37:04 AM

Electronic Record and Signature Disclosure:
 Not Offered via Docusign

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent	Hashed/Encrypted	4/16/2026 4:17:54 PM
Certified Delivered	Security Checked	4/17/2026 11:47:35 AM
Signing Complete	Security Checked	4/17/2026 11:47:58 AM
Completed	Security Checked	4/17/2026 11:47:58 AM










Amended and Restated WIOA Partner MOU Final

Final Audit Report

2026-04-16

Created:	2026-04-14
By:	Alex Gonzalez (ALexgonz@rivco.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAR-OWZ3bntlhXyjCnDiMqvyV3XtNtVXA

"Amended and Restated WIOA Partner MOU Final" History

-  Document created by Alex Gonzalez (ALexgonz@rivco.org)
2026-04-14 - 3:53:06 PM GMT- IP address: 158.61.14.12
-  Document emailed to kawilkins@rivco.org for signature
2026-04-14 - 3:56:29 PM GMT
-  Email viewed by kawilkins@rivco.org
2026-04-14 - 7:08:49 PM GMT- IP address: 104.47.65.254
-  Signer kawilkins@rivco.org entered name at signing as Katherine Wilkins
2026-04-14 - 7:09:40 PM GMT- IP address: 158.61.14.12
-  Document e-signed by Katherine Wilkins (kawilkins@rivco.org)
Signature Date: 2026-04-14 - 7:09:42 PM GMT - Time Source: server- IP address: 158.61.14.12
-  Document emailed to CHARITY DOUGLAS (ChDougla@Rivco.org) for signature
2026-04-14 - 7:09:44 PM GMT
-  Email viewed by CHARITY DOUGLAS (ChDougla@Rivco.org)
2026-04-14 - 7:53:27 PM GMT- IP address: 35.168.254.235
-  Document e-signed by CHARITY DOUGLAS (ChDougla@Rivco.org)
Signature Date: 2026-04-16 - 7:14:03 PM GMT - Time Source: server- IP address: 158.61.6.5
-  Agreement completed.
2026-04-16 - 7:14:03 PM GMT