



SUFFOLK COUNTY  
**LOCAL PLAN**

JULY 1, 2014 - JUNE 30, 2015

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## Labor Market Overview

WIA §118 (b) The local plan shall include - (1) an identification of—

- (A) the workforce investment needs of businesses, jobseekers, and workers in the local area;
- (B) the current and projected employment opportunities in the local area; and
- (C) the job skills necessary to obtain such employment opportunities;

LWIB and Regional Demand Lists are now maintained online at:

<http://www.labor.ny.gov/workforcenypartners/lwia/lmi-for-workforce-planning.shtm>. Any changes to these lists should be sent to [DEWS.WebpagePostings@labor.ny.gov](mailto:DEWS.WebpagePostings@labor.ny.gov).

1. I attest that the priority ranked list of local area’s demand occupations was last updated on April 29, 2014.
  - a. How was this information shared with the Board? emailed On what date? June 3, 2014.

2. What factors were used in determining your demand list?

Many factors were considered when we determined our local area’s demand list. The list was based on current job openings, trends and projections in employment that was based on information from our Employment Centers, the Long Island Regional Economic Development Council (LIREDC) priorities and the Long Island Regional Market Analyst’s report. Our Employment Centers Staff, especially our specialized Business Services Unit, are closely aligned with local businesses and regional business associations where information is exchanged regarding job openings and skills gaps. The Suffolk County Department of Labor, Licensing and Consumer Affairs (SCDOLLCA) follows up with our customers who attend demand driven vocational training for placement information.

3. For PY 13, which industry recognized credentials and degrees, available from providers on the Eligible Training Provider List, have been achieved by utilizing WIA Funds?

During PY 13 various industry recognized credentials and certificates were obtained by our customers from our training providers. The SCDOLLCA has developed long standing relationships and agreements with many schools recognized by the New York State Department of Education that will allow us to quickly and efficiently serve the customers seeking such training. Currently, our training providers are: Eastern Suffolk BOCES, Hunter Business School, Suffolk County Community College, Stony Brook University, Western Suffolk BOCES, Island Drafting and Technical Institute, Electrical Training Center, Commercial Driver Training Inc., and Victor’s CDL Service. Current health related course offerings where credentials or certificates have been earned include: Nursing Assistant, Medical Assistant, Licensed Practical Nurse, Medical Biller, Hospital Admissions Clerk, Clinical Medical Assistant, Phlebotomy, Medical Office Administration, Physical Therapy Aide, Surgical Technology, Veterinary Assisting, EKG-Monitor Technician, Dental Assistant, Nurse Assistant, Laboratory Aide Assistant and Pharmacy Technician. We offer courses in CDL Class A and Class B, Automotive Maintenance and Repair, HVAC, Electrical Training Programs, Security/Fire Alarm Installer, Plumbing, Welding, Soldering, Heating, Refrigeration and AC Repair, and CNC Machine Operator. Our computer related courses offerings where credentials and certificates were earned are vast and include numerous Computer Aided Drafting/Design courses, REVIT – Architecture, Electronics Technician/Computer Servicing, Computer Technician Networking Specialist, CISCO, Certified Internet Webmaster, Computer Applications, Computer Networking (A+), Microsoft Project, Computerized Accounting, and PC Skills Specialist. In addition, our customers may choose to earn a certificate or credentials in Cosmetology, Esthetics, Home

Inspection, Business Office Administration, Basic Business Office Technology, Commercial Culinary Arts, Project Management and Business Analysis.

4. Identify any skills gaps in your local/regional area?

The SCDOLLCA has worked with LIFT, LIREDC, local businesses, business associations and the regional WIBs to identify skills gaps in Suffolk County. The most significant skills gap has been seen in STEM (Science, Technology, Engineering and Math) careers and specifically in the manufacturing industry. It is estimated that across New York, STEM-related jobs are expected to grow by over 33,000 jobs by 2018 but according to the National Assessment of Educational Progress less than one-third of American students are proficient in math and science. Suffolk County will target short term, medium and long term training strategies that target populations traditionally underrepresented in the STEM fields.

a. Does the ETPL have sufficient providers to meet those needs? If no, explain:

The SCDOLLCA has sufficient providers to address the skills gaps in Suffolk County. We work with our current providers and businesses to develop the courses necessary to fill the gaps. The SCDOLLCA continuously recruits potential training providers, including those which provide STEM related training, through the Suffolk County Workforce Investment Board (WIB) approved Request for Qualifications (RFQ) process. The market demands always influence our course selections. In addition, our Business Services Unit (BSU) works with many employers providing On-the-Job Training (OJT) opportunities in manufacturing related industries.

**Performance**

*WIA §118 (b) The local plan shall include - (3) a description of the local levels of performance negotiated with the Governor and chief elected official pursuant to section 136(c), to be used to measure the performance of the local area and to be used by the local board for measuring the performance of the local fiscal agent (where appropriate), eligible providers, and the one-stop delivery system, in the local area;*

Note: Information and documentation produced through the yearly Performance Indicator Negotiation Process will become part of this plan. No additional information is required.

## Planned Services and Expenditures

### ADULT AND DISLOCATED WORKERS

*WIA §118 (b) The local plan shall include - (2) a description of the one-stop delivery system to be established or designated in the local area, including—*

- (A) a description of how the local board will ensure the continuous improvement of eligible providers of services through the system and ensure that such providers meet the employment needs of local employers and participants;*

*WIA §118 (b) The local plan shall include - (4) a description and assessment of the type and availability of adult and dislocated worker employment and training activities in the local area;*

Please complete the charts entitled “PY 2013 Training” and “PY 2014 Training Projections” located in the Budget spreadsheet (Attachment I). In addition, if you procure service providers to provide Adult and Dislocated Worker or Business services, complete the Adult/Dislocated Worker and Business Services worksheets in the Service Provider spreadsheet (Attachment J).

5. Briefly describe the type and availability of Adult and Dislocated Worker services in your area.

The One-Stop Employment Center provides fax and copy machines, a Career Resource Library, consisting of books, newspapers, videos, special directories and other career-related materials for pursuit of job search and labor market information. Banks of computers, with high-speed internet connections and phones are available for customers to locate jobs on Long Island and elsewhere. Career Workshops, including: Successful Job Search, Networking, Skills Transference, Resume and Cover Letter Preparation, LinkedIn, How to use the Internet as a Job Search Tool, Online Social Networking, How to Work with Recruiters Effectively, Salary Negotiations, Interviewing Techniques, and The Job Path Club are regularly scheduled for customer participation. Job opportunity listings including OJT opportunities are updated regularly by our BSU. Computer Workshops and self-taught tutorials are available for many Microsoft Office Applications. Career Quests, which provide an overview of a career field and affords participants the opportunity to explore career paths and speak to industry leaders, are scheduled regularly. Job Fairs, including human resources representatives from companies throughout Long Island, are conducted onsite and at local libraries for the convenience of both our Business and individual customers. More than 100 Vocational Training classes in demand occupations are made available to eligible customers.

6. Describe the steps the Workforce Investment Board takes to ensure the continuous improvement of Adult and Dislocated Worker services through the system. Describe the information that is reviewed to determine that providers are meeting the employment needs of local businesses and jobseekers.

The WIB meets with center staff to: review program activities, service level and performance reports; labor market information and the Long Island Regional Economic Development Councils goals. They utilize this information to evaluate the services being provided by the One-Stop and to make recommendations for change when necessary. Additionally, specialized reports monitoring the performance of our Vocational Training vendors are provided to WIB members on a quarterly basis. These reports are prepared for each course in the Department’s inventory and include information regarding the number of enrollments, successful completions, overall placement rates, and training related placement rates. Vendors or individual classes not achieving the targeted goals are given an opportunity to implement corrective action. If unsuccessful, the course or

vendor is removed from the active inventory by the WIB.

7. How do you determine that Adult and Dislocated Worker jobseeker customers are satisfied with local Career Center services?

To ensure One-Stop customers have a positive experience, the One-Stop realizes that we must listen to our customers and one of the primary means of doing so is through customer surveys. The surveys are conducted randomly after employability workshops and short term computer training. This allows us to avoid over surveying our customers but conducted often enough to collect the information we need for each of the services we provide and the people that provide those services. Due to the cost, all customers receiving Vocational Training are individually interviewed during the course of study and when training is complete. All negative or less than positive surveys are brought to the attention of the One-Stop Director for review and action.

8. How do you determine that your business customers are satisfied with local Career Center services?

The Department's BSU is charged with serving and increasing the participation of local businesses within the One-Stop. They provide job referrals, conduct job fairs, organize business presentations to One-Stop Customers, participate in County Industrial Development Agency activities and develop OJT opportunities. Like the One-Stop, they use surveys at larger events, such as job fairs, to obtain our business customer feedback. In most cases feedback is obtained face-to-face after a presentation or after an OJT close out. The results, regardless of format, are typically positive. The exceptions are forwarded to the Director for review and action. In most cases the Director contacts the company and utilizes their input, if possible, to make changes to the menu of services offered and the method in which they were delivered, identify opportunities to streamline processes and initiate staff training. The number of repeat businesses that contact the BSU staff for assistance and utilize the One-Stop are the best indication of customer satisfaction.

9. Briefly describe one positive practice in your local area which has improved services to customers.

Suffolk County has a population of 1.5 million, ten townships and covers an area approximately 900 square miles. It is 20 miles at its widest part and approximately 86 miles in length. Within its population and geography are a large number of economically disadvantaged residents that lack the funds or method of transportation to access many of the services the County and local townships have to offer. To address this issue, the County, particularly the Department of Labor and Social Services, have been developing partnerships in each of the townships to create no cost satellite offices. Over the past year we have opened three "Community Based" offices in the heart of downtown areas that are considered most in need when measured on most social metric scales. Each office is staffed by the Department of Labor and Social Services and other County and Town Departments on a flexible schedule determined by the specific needs of the community and our partners. The current offices are located at:

Wyandanch Community Resource Center  
 1585 Straight Path  
 Wyandanch, New York 11798

Make The Road  
1090 Suffolk Avenue  
Brentwood, New York 11717

Town of Huntington Community Development Agency  
100 Main Street  
Huntington Station, New York 11746

## **YOUTH**

*WIA §118 (b) The local plan shall include - (6) a description and assessment of the type and availability of youth activities in the local area, including an identification of successful providers of such activities;*

Please complete the Youth worksheet in the Service Provider spreadsheet (Attachment J).

*§664.405(4)(b) The local plan must describe the design framework for youth program design in the local area, and how the ten program elements required in §664.410 are provided within that framework.*

10. Describe how the Workforce Investment Board and/or Youth Council monitor Youth Program providers.

a. Program Monitoring:

The majority of the Department’s Youth Program participants are served by worksites under contract to the Department that includes over 150 organizations such as local school districts, County and town government agencies and not for profit community service organization. Worksites provide both education and work experience are monitored by youth program staff to measure performance regarding required education, site safety, attainment of work skills and participant satisfaction. To ensure thorough and consistent site assessments, the Youth Program staff utilize a comprehensive monitoring document that was created based on federal, state and Youth Council recommendations. This evaluation tool documents interviews with site counselors and supervisory staff regarding the delivery of required program elements and discussions with participants about their experiences at the site.

In accordance with Youth Council policy, any site not performing as expected is required to submit a corrective action plan that will be monitored by the Youth Program staff. If improvement is not progressing as planned, all participants will be reassigned to another worksite and the provider removed for the Department’s approved vendor list.

b. Fiscal Monitoring:

The Department's financial systems have been developed to comply with all applicable Federal, State and Local laws, rules, regulations and policies; OBM circulars; SDA Bulletins and Technical Advisories; applicable cost principals; NYSDOL approved cost allocation Plan; and Generally Accepted Accounting Principles (GAAP).

To ensure fiscal integrity, Suffolk County requires that the Department use the County’s Uniform System of Accounting, Coding and Organization identification numbers. This system details the step by step procedure for all financial transactions from revenue receipt (e.g. grants, program income, etc.) to voucher payments to payroll processing. All transactions are recorded on the County’s Integrated Financial Management System (IFMS) and on the Department Micro Information Products (MIPS). Both systems are audited on a periodic basis by the Suffolk County Department of Audit and Control and their independent auditors as well as by NYSDOL. Additionally, the Department will utilize these computerized systems in the development of all required County and State financial reports and presentations to the WIB on a quarterly basis.

11. Provide the name of your LWIA’s Youth Council Chair and Co-Chair. Please provide their **professional** contact information (title, address, phone, email).

Reverend Roderick Pearson  
 Executive Director  
 Suffolk County Youth and Human Services  
 PO Box 1600  
 Hauppauge NY, 11788

(631)853-8270  
 Roderick.pearson@suffolkcountyny.gov

12. Do your Youth Program Providers have direct access to the One Stop Operating System (OSOS)?  
 Yes  No

a. If not, what process is in place to ensure youth activities are entered into OSOS in a timely manner?

The One-Stop Operator is responsible for all OSOS data entry.

13. Describe *what* youth data is shared and *how* it is shared and reviewed with the Workforce Investment Board and the Youth Council. Please address each group specifically.

Youth Council - The Youth Program Director provides the Youth Council an update on the Department's performance and financial status at each of the Council's quarterly meetings. The presentation includes a summary of the Youth Unit's progress against the Common Measures, Customer Service Indicators and enrollment goals as well as a financial status report. The Director will also advise the Council on any new funding opportunities, new agency initiatives, new policies that may need their input and approval, or upcoming changes in legislation. When the presentation is complete, the floor is open for discussion. Any concerns or recommendations made by the members will be addressed at or subsequent to the meeting.

WIB - The Youth Council Chair will present a summary of the Council's meeting minutes at each of the WIB's quarterly meetings. The presentation will highlight the Agency's performance against state and Council established goals, recommendations for corrective action if necessary, legislative concerns and information regarding new funding opportunities. The Department's Finance Director will provide a financial status report regarding all programs at each of these meetings. Hard copies of all reports mentioned above are also provided to all attendees.

14. Do your WIA youth program providers have access to the Youth Management Reports?  
 Yes  No

a. If not, how do you share youth program data with your providers and how frequently do you share this?

Reports can be distributed to providers upon request or if a provider is determined to be unsatisfactory.

15. Which entit(ies) provide the WIA youth program design framework (including Intake and Eligibility, an Objective Assessment, and the Individual Service Strategy)?

The design framework for the local Youth Program was provided by the local WIB with input from the Youth Council and Department staff. The Department's One-Stop Youth Career Center is the hub for all year-round youth program services. Intake and eligibility determination are provided by One-Stop case managers, however, the method in which select services are delivered depends on the nature of the individual's goal(s) and services requested. Youth applicants will be provided with a constantly evolving objective assessment of their individual skill and academic levels by counselor staff. The individual service strategy (ISS) will be based on assessment of needs and the

written record of how the participant will strategically meet goals. Services will be customized to address their needs and closely monitored until they meet their goals.

16. Describe how the WIA 10 Program Elements required in §664.410 are provided within your youth program design framework. In particular, discuss how each youth's service strategy specifically identifies which program elements will be used to help the youth reach his/her goals.

Every youth will receive an initial assessment including a review of their academic and occupational skill levels, a determination of the services they need, and an Individual Service Strategy will be created that will include the identification of a career goal. Assessment results are then used to develop individual training plans and/or career plans tailored to the skills and interests of each participant.

WIA Youth services are provided in compliance with the mandated ten program elements as follows:

- Tutoring, study skills training and instruction that lead to completing secondary school are provided through the Youth Career Center, partner school districts, BOCES, the community college, community based organizations (CBOs) and other public and non-profit agencies.
- Alternative and secondary school offerings are provided in partner school districts, BOCES, the community college, and CBOs and other agencies.
- Paid and unpaid work experience is provided through the Career Center, Department work crews, partner school districts, BOCES, CBOs and other agencies.
- Summer employment is provided through the Career Center, Department work crews, partner school districts, BOCES, CBOs and other agencies.
- Occupational skills' training is provided by the Career Center, school districts, BOCES, proprietary schools and the Suffolk County Community College.
- Leadership development is provided by the Career Center, school districts, BOCES and other agencies, private sector employers and mentorship providers.
- Supportive services provided include referrals to drug counseling, transportation assistance and childcare are provided by the Youth Program staff. Clothing assistance and provision of tools for individuals in training is provided by the Department.
- Mentoring is available through the Career Center, partner school districts, BOCES, mentorship providers and through the Long Island Works Coalition.
- Follow-up is conducted by the One-Stop staff.
- Comprehensive guidance and counseling is provided by the Career Center, partner school districts, BOCES, public and non-profit agencies and SCSS.

17. Attach the following policies and indicate when each was last reviewed by the LWIB.
  - a. Youth Needing Additional Assistance Last Reviewed 2005
  - b. Serious Barriers to Youth Employment Last Reviewed 2005

**STAFF INFORMATION**

Consulting with your Wagner-Peyser partners, please complete the charts entitled “PY 2013 FTE Staffing” and “Projected PY 2014 FTE Staffing” located in the attached Budget spreadsheet (Attachment I).

18. Please explain the reasons for any changes between PY2013 and PY2014.

An increase in Wagner-Peyser funding has allowed the NYSDOL to increase the number of staff to 41. WIA staffing levels remain unchanged.

**Procurement**

*WIA §118 (b) The local plan shall include - (9) a description of the competitive process to be used to award the grants and contracts in the local area for activities carried out under this subtitle;*

19. Please describe the competitive bidding process that is used to award grants and contracts in your local area (including how vendors are made aware of opportunities to compete for these funding opportunities and how the process is being documented). Describe the process used for Adults/DW services, administrative services, and Youth services.

The SCWIB, NYSDOL and Suffolk County Audit and Control Department require that all Vocational Training, OJT and Employment Related Services to be procured must be procured through the RFQ process. This process includes publicizing the availability of the RFQ in County designated publications, posting it to the Department’s and County’s website and sent to organizations maintained on the Department’s potential service provider lists.

The RFQ and RFQ vendor selection criteria are developed in compliance with State and County procurement policies, Federal and State guidance and in corporation with and approved by the WIB.

To further ensure compliance, the Department has documented procedures (Department of Labor Operating Standards – DOLOS) which all unit directors and administrators must follow during the procurement and contracting process.

All proposals are reviewed by a Department RFQ review committee utilizing criteria evaluation forms and key sheets that detail how points are awarded. The Committee is comprised of the Department's Chief Deputy Commissioner, Department’s Deputy Commissioner of Operations, Deputy Commissioner of Administration, Finance Director, Planning Director and the Operational Director seeking to procure services. Proposals approved by the Committee are presented to the applicable WIB sub-committee. Finally, before a contract is issued, all related documentation is submitted to the Suffolk County Department of Audit and Control.

The Department will accept proposals for Vocational Training, OJT and Employment Related Services on a continuous basis and award new contracts as the Department determines necessary and as funding allows.

With respect to providers of work experience for Youth participants, while this activity is at no cost to the One-Stop, worksites are chosen based on the availability of required supervision, educational components and real-world work experience duties and tasks. Worksites are evaluated prior to a memorandum of understanding being executed and periodically over the duration of the agreement.

## Waivers

The general statutory and regulatory waiver authority granted to the Secretary of Labor is a continuing authority granted by the Workforce Investment Act at section 189(i)(4), Public Law 105-220, and provides increased flexibility to states and local areas in implementing reforms to the workforce development system in exchange for state and local accountability for results, including improved programmatic outcomes. A list of the current waivers that are in effect for New York can be found in [Workforce Development System Technical Advisory #10.19.1](#). Changes to available waivers have been noted below. A new Technical Advisory for the available waivers with the will be issued at a later date.

20. Please indicate which waivers you requested for Program Year (PY) 2013 and which waivers you are requesting for PY 2014 by checking the appropriate boxes below.

- Waiver of the requirement for a 50 percent employer match for Customized Training, to permit a graduated scale match to increase employer connection with the One-Stop System.
  - Did you request this waiver for PY 2013?  Yes  No
  - Are you requesting this waiver for PY 2014 – PY 2016?  Yes  No
  
- Waiver to increase the employer reimbursement for On-the-Job Training for small- and medium-sized businesses.
  - Did you request this waiver for PY 2013?  Yes  No
  - Are you requesting this waiver for PY 2014 – PY 2016?  Yes  No
  
- Waiver to permit local areas to request the use of up to 10 percent of the local area’s formula allocation funds for Adult and Dislocated Workers to support incumbent worker training programs as part of layoff aversion. Adult funds must be restricted to serving low income adults.
  - Did you request this waiver for PY 2013?  Yes  No
  - Are you requesting this waiver for PY 2014 – PY 2016?  Yes  No
  
- Waiver to permit the Local Workforce Investment Board (LWIB) the ability to transfer up to 50 percent of a program year allocation for adult employment and training activities, and up to 50 percent of a program year allocation for dislocated worker employment and training activities between the two programs, with the approval of the governor. *This is a new waiver beginning with PY 2014.*

- Are you requesting this waiver for PY 2014 – PY 2016?  Yes  No
- Waiver for the inclusion of Youth follow-up services and work experience as a Youth Program Framework Service. *For PY 2014, this waiver has been expanded to include supportive services in addition to follow-up services and work experience.*
  - Did you request this waiver for PY 2013?  Yes  No
  - Are you requesting the expanded waiver for PY 2014 – PY 2016?  Yes  No
- Waiver to allow use of work readiness as the sole performance indicator for Youth aged 14-21 that are co-enrolled under TANF and WIA for Summer Employment Activities.
  - Did you request this waiver for PY 2013?  Yes  No
  - Are you requesting this waiver for May 14, 2014 – Sept. 30, 2017?  Yes  No
- Waiver to apply program design flexibility for Youth aged 14-21 that are co-enrolled under TANF and WIA for Summer Employment Activities.
  - Did you request this waiver for PY 2013?  Yes  No
  - Are you requesting this waiver for May 14, 2014 – Sept. 30, 2017?  Yes  No
- Waiver of the Prohibition at 20CFR 664.520 on the Use of Individual Training Accounts (ITA) for Older and Out-of-School Youth.
  - Did you request this waiver for PY 2013?  Yes  No
  - Are you requesting this waiver for PY 2014 – PY 2016?  Yes  No
    - a. How many Youth ITAs did the LWIA procure in PY13?
    - b. What specific certificates/degrees resulted from these ITAs in PY13?

21. Please suggest future WIA waivers that may be useful to your local area and which you would like NYS to consider requesting (optional).

Suffolk County is requesting no new waivers at this time.

### Contracts, MOUs, and Appendices

*WIA §118 (b) The local plan shall include - (2) a description of the one-stop delivery system to be established or designated in the local area, including—a copy of each memorandum of understanding described in section 121(c) (between the local board and each of the one-stop partners) concerning the operation of the one-stop delivery system in the local area;*

22. Is each Memorandum of Understanding for the local area up-to-date?

Yes  No

If not, when will they be updated?

The MOU has been executed by eight of the ten required partners. Still pending state level signature are the agreements with the New York State Department of Labor and the Long Island Regional Adult Education Network (Title II).

**Policy**

23. Does the LWIA have written policies on each of the following topics? If yes, indicate when each was last updated by the Board (or a board subcommittee).

Policy	Yes	No	Date of Last Update
A. On the Job Training (OJT)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	8-5-10
B. Individual Training Account (ITA)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	5-19-05
C. Competitive Procurement Policy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	9-27-07
D. Customized Training	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
E. Supportive Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	8-13-13
F. Budget Modifications	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4-19-12
G. Sub Recipient Monitoring Policy and Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	1-28-05
H. Unsatisfactory Youth Providers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	10-28-04

a. Describe how staff are made aware of these policies? The SCDOLLCA Administration utilizes a number of techniques to keep operational staff current on policy and procedural issues including:

- Distributing Federal Training and Employment Guidance Letters and State Technical Advisories to each Unit Director;
- Regularly scheduled meetings between Administrative and Operational staff;
- Monthly Commissioner meetings;
- Meetings with co-located partner staff;
- Written guidance from the Planning and Project Management Unit;
- Written operating standards that are posted to the SCDOLLCA network and made accessible to all staff;
- Monitoring reports and findings are included in the Planning Unit’s monthly reports to the Commissioner which are also posted to the shared drive and accessible to all staff;
- Participation in federal and state webinars and training sessions;
- Unit Director staff meetings and;
- Written guidance from Directors to line staff.

These techniques allow the SCDOLLCA Administration, Unit Directors, and One-Stop Operators front line staff to share information and best practices as well as have direct dialogue and input regarding internal policies and procedures. This information is frequently shared with partner agencies as they frequently become key players in our successes.

**Attachments:**

*WIA §118 (b) The local plan shall include - (8) an identification of the entity responsible for the disbursement of grant funds described in section 117(d)(3)(B)(i)(III), as determined by the chief elected official or the Governor under section 117(d)(3)(B)(i);*

*WIA §118 (b) The local plan shall include - (10) such other information as the Governor may require.*

Please complete all of the required attachments and include copies of policies listed in the Youth section. Hard copies of signature pages must be delivered to NYSDOL per the instructions at the beginning of these guidelines.

If any of the following documents have changed in whole or in part since the submittal of your PY 2013 Local Plan, please email any updated documents with your Local Plan:

	<b>Changed?</b>		<b>Attached?</b>	
Chief Elected Official Agreement	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Local Board By-Laws	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Career Center Operator Agreement(s)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Memorandum(s) of Understanding	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Please provide a copy of your WIB-approved budget for PY2014. This budget should include any carry-in funds as well as PY2014 funds. Note that the WIB-approved budget should total to the PY2014 Planned Budget included in Attachment I.

Indicate the date of the meeting when the WIB budget was approved:

**ATTACHMENT A: UNITS OF LOCAL GOVERNMENT**

Please list the unit or units (multiple counties or jurisdictional areas) of local government included in the local area. If the CEO Grant Recipient has designated a local grant subrecipient to administer WIA pursuant to WIA § 117(d)(3)(B)(i – ii), please indicate the unit of local government that is the grant subrecipient. However, if instead, the CEO Grant Recipient has designated a fiscal agent, please indicate this on Attachment B.

Unit of Local Government	Grant Subrecipient	
	Yes	No
Suffolk County Department of Labor, Licensing & Consumer Affairs	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>

§667.705(c) - When a local workforce area is composed of more than one unit of general local government, the liability of the individual jurisdictions must be specified in a written agreement between the chief-elected officials.

If your local workforce area is composed of more than one unit of general local government, is there a written agreement between local officials that details the liability of the individual jurisdictions?

Yes  No

**ATTACHMENT B: FISCAL AGENT**

*WIA §117(d)(3)(B)(i)(II) indicates that the chief elected official Grant Recipient may designate a local fiscal agent as an alternative to a local grant subrecipient. Such designation to a grant subrecipient or fiscal agent shall not relieve the chief elected official or the Governor of the liability for any misuse of grant funds.* If the CEO has identified a fiscal agent to assist in the administration of grant funds, please provide the name of the agent.

<b>Fiscal Agent</b>
N/A

**ATTACHMENT C: SIGNATURE OF LOCAL BOARD CHAIR**

**Workforce Investment Act Local Plan for  
Program Year 2014-2015, for Workforce Investment Act Title 1-B  
and Wagner Peyser Programs**

In compliance with the provisions of the Workforce Investment Act of 1998, the Final Rule, and Planning guidelines and instructions developed by the Governor, this Plan is being submitted jointly by the Local Board and the respective Chief Elected Official(s).

By virtue of my signature, I:

- agree to comply with all statutory and regulatory requirements of the Act as well as other applicable state and federal laws, regulations and policies
- affirm that the composition of the Local Board is either in compliance with the law, rules and regulations and is approved by the State or, will be in compliance within 90 days of local plan submittal
- affirm that this Plan was developed in collaboration with the Local Board and is jointly submitted with the Chief Elected official(s) on behalf of the Local Board
- affirm that the board, including any staff to the board, will not directly provide any core, intensive or training services.

Date:		Signature of Local Board Chair:	
Mr.	<input checked="" type="checkbox"/>	Typed Name of Local Board Chair:	
Ms.	<input type="checkbox"/>	James G. DiLiberto	
Other	<input type="checkbox"/>		
Name of Board:	Suffolk County Workforce Investment Board		
Address 1:	PO Box 6100		
Address 2:			
City:	Hauppauge		
State:	NY	Zip:	11788-0099
Phone:	631-853-6612	E-mail:	sc.dol@suffolkcountyny.gov

**Submittal directions:** Complete this form as part of the Plan development process and submit the entire Plan electronically as described earlier in this guidance. Submit this form with original signatures as directed on page 2 of the Instructions.

**ATTACHMENT D: SIGNATURE OF CHIEF ELECTED OFFICIAL**

**Workforce Investment Act Local Plan for  
Program Year 2014-2014, for Workforce Investment Act Title 1-B  
and Wagner Peyser Programs**

In compliance with the provisions of the Workforce Investment Act of 1998, the Final Rule, and Planning guidelines and instructions developed by the Governor, this Plan is being submitted jointly by the Local Board and the respective Chief Elected Official(s).

By virtue of my signature, I:

- agree to comply with all statutory and regulatory requirements of the Act as well as other applicable state and federal laws, regulations and policies
- affirm that the Grant recipient possesses the capacity to fulfill all responsibilities and assume liability for funds received, as stipulated in §667.705 of the rules and regulations
- affirm that the composition of the Local Board is either in compliance with the law, rules and regulations and is approved by the State or, will be in compliance within 90 days of local plan submittal
- affirm that the Chair of the Local Board was duly elected by that Board
- affirm that the board, including any staff to the board, will not directly provide any core, intensive or training services.

**Note:** A separate signature sheet is required for each local Chief Elected Official. If additional pages are necessary, please see **Attachment B – Extended Version**.

Date:		Signature of Local Chief Elected Official (CEO):	
Mr.	<input checked="" type="checkbox"/>	Typed Name of Local CEO:	
Ms.	<input type="checkbox"/>	Steven Bellone	
Other	<input type="checkbox"/>		
Title of Local CEO:	Suffolk County Executive		
Address 1:	100 Veterans Memorial Highway		
Address 2:			
City:	Hauppauge		
State:	NY	Zip:	11788
Phone:	631-853-4000	E-mail:	sc.dol@suffolkcountyny.gov
Are you the Grant Recipient CEO? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			

**Submittal directions:** Complete this form as part of the Plan development process and submit the entire Plan electronically as described earlier in this guidance. Submit this form with original signatures as described on page 2 of the Instructions.

**ATTACHMENT E: SIGNATURE OF WIB DIRECTOR**

**Workforce Investment Act Local Plan for  
Program Year 2014-2015, for Workforce Investment Act Title 1-B  
and Wagner Peyser Programs**

This Plan was developed through consultation and dialogue between the local area’s representative(s) and the New York State Department of Labor’s Regional Labor Market Analyst.

By virtue of my signature, I:

- attest that dialogues were conducted between the WIB’s representatives and the LMA which provided the WIB with data and the demographic characteristics of the LWIA’s resident population
- assure that service delivery and design, resource allocation, and other planning decisions were made by the WIB as a result of a careful consideration of the implications of the data and demographics as provided

Date:		Signature of Local WIB Director:
Mr.	<input type="checkbox"/>	Typed Name of Local WIB Director: <b>Pamela Killoran</b>
Ms.	<input checked="" type="checkbox"/>	
Other	<input type="checkbox"/>	
Name of Board:	<b>Suffolk County Workforce Investment Board</b>	

**Submittal directions:** Complete this form as part of the Plan development process and submit the entire Plan electronically as described earlier in this guidance. Submit this form with original signatures as directed on page 2 of the Instructions.

**ATTACHMENT F: FEDERAL AND STATE CERTIFICATIONS**

The funding for the awards granted under this contract is provided by either the United States Department of Labor or the United States Department of Health and Human Services which requires the following certifications:

**A. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION-LOWER TIER COVERED TRANSACTIONS**

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statement in this certification, such prospective participant shall attach an explanation to this proposal.

**B. CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements**

By accepting this grant, the signee hereby certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The signer shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of facts upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S.C. **Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.**

**C. DRUG FREE WORKPLACE.** By signing this application, the grantee certifies that it will provide a Drug Free Workplace by implementing the provisions at 29 CFR 98.630, Appendix C, pertaining to the Drug Free Workplace. In accordance with these provisions, a list of places where performance of work is

done in connection with this specific grant will take place must be maintained at your office and available for Federal inspection.

**D. NONDISCRIMINATION & EQUAL OPPORTUNITY ASSURANCE:**

**For contracts funded by the U.S. Department of Labor**

As a condition to the award of financial assistance from the Department of Labor under Title I of WIA, the grant applicant assures that it will comply fully with the nondiscrimination and equal opportunity provisions of the following laws:

- (1) Section 188 of the Workforce Investment Act of 1998 (WIA) which prohibits discrimination against all individuals in the United States on the basis of race, color, religion, sex, national origin, age disability, political affiliation, or belief, and against beneficiaries on the basis of either citizenship/status as a lawfully admitted immigrant authorized to work in the United States or participation in any WIA Title I - financially assisted program or activity;
- (2) Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- (3) Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;
- (4) The Age Discrimination Act of 1975, as amended, which prohibits discrimination on the basis of age; and
- (5) Title IX of the Education Amendments of 1972, as amended, which prohibits discrimination on the basis of sex in educational programs.

The grant applicant also assures that it will comply with 29 CFR Part 37 and all other regulations implementing the laws listed above. This assurance applies to the grant applicant's operation of the WIA Title I - financially assisted program or activity, and to all agreements the grant applicant makes to carry out the WIA Title I-financially assisted program or activity. The grant applicant understands that the United States has the right to seek judicial enforcement of this assurance. For grants serving participants in work activities funded through the Welfare-to-Work block grant programs under Section 407(a) of the Social Security Act, the grant applicant shall comply with 20 CFR 645.255.

**For contracts funded by the U.S. Department of Health and Human Services**

As a condition to the award of financial assistance from the Department of Labor under Title IV-A of the Social Security Act, the grant applicant assures that it will comply fully with the nondiscrimination and equal opportunity provisions of the following laws including but not limited to:

- (1) Title VI of the Civil rights Act of 1964(P.L. 88-352) and Executive Order Number 11246 as amended by E.O. 11375 relating to Equal Employment Opportunity which prohibits discrimination on the basis of race, color or national origin;

(2) Section 504 of the Rehabilitation Act of 1973, as amended, and the regulations issued pursuant thereto contained in 45 CFR Part 84 entitled “Nondiscrimination on the Basis of Handicap in Programs and Activities Reviewing or Benefiting from Federal Financial Assistance” which prohibit discrimination against qualified individuals with disabilities;

(3) The Age Discrimination Act of 1975, as amended, and the regulations at 45 CFR Part 90 entitled “Nondiscrimination on the Basis of Age in Programs and Activities Reviewing Federal Financial Assistance”, which prohibits discrimination on the basis of age;

(4) Title IX of the Education Amendments of 1972, as amended, which prohibits discrimination on the basis of sex in educational programs; and

(5) The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. Section 12116, and regulations issued by the Equal Employment Opportunity Commission which implement the employment provisions of the ADA, set forth at 29 CFR Part 1630.

The grant applicant also assures that it will comply with 45 CFR Part 80 and all other regulations implementing the laws listed above. The grant applicant understands that the United States has the right to seek judicial enforcement of this assurance.

**STATE CERTIFICATIONS**

**E. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND OUTSTANDING DEBTS**

The undersigned, as a duly sworn representative of the contractor/vendor, hereby attests and certifies that:

- 1) No principle or executive officer of the contractor’s/vendor’s company, its subcontractor(s) and/or successor(s) is presently suspended or debarred; and
- 2) The contractor/vendor, its subcontractor(s) and/or its successor(s) is not ineligible to submit a bid on, or be awarded, any public work contract or sub-contract with the State, any municipal corporation or public body for reason of debarment for failure to pay the prevailing rate of wages, or to provide supplements, in accordance with Article 8 of the New York State Labor Law.
- 3) The contractor/vendor, its subcontractor(s) and/or its successor do not have any outstanding debts owed to the Department, including but not limited to, contractual obligations, fines related to Safety and Health violations, payments owed to workers for public works projects or the general provisions of the Labor Law, unemployment insurance contributions or other related assessments, penalties or charges.

**F. CERTIFICATION REGARDING "NONDISCRIMINATION IN EMPLOYMENT IN NORTHERN IRELAND: MacBRIDE FAIR EMPLOYMENT PRINCIPLES"**

In accordance with Chapter 807 of the Laws of 1992 the bidder, by submission of this bid, certifies that it or any individual or legal entity in which the bidder holds a 10% or greater ownership interest, or any individual or legal entity that holds a 10% or greater ownership interest in the bidder, either:

(answer Yes or No to one or both of the following, as applicable.)

1. Has business operations in Northern Ireland:

Yes  No

If Yes:

2. Shall take lawful steps in good faith to conduct any business operations they have in Northern Ireland in accordance with the MacBride Fair Employment Principles relating to nondiscrimination in employment and freedom of workplace opportunity regarding such operations in Northern Ireland, and shall permit independent monitoring of its compliance with such Principles.

Yes  No

**G. NON-COLLUSIVE BIDDING CERTIFICATION**

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his or her knowledge and belief:

1. The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;
2. Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
3. No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit to bid for the purpose of restricting competition.

I, the undersigned, attest under penalty of perjury that I am an authorized representative of the Bidder/Contractor and that the foregoing statements are true and accurate.

Signature of Authorized Representative:
Title: Commissioner
Date:

**ATTACHMENT G: CAREER CENTER OPERATOR INFORMATION**

Complete the following information for each locally certified Career Center Operator in your Workforce Investment Area. Use as many pages of ATTACHMENT G as necessary.

<b>OPERATOR:</b> Suffolk County Department of Labor, Licensing & Consumer Affairs			
<b>Method of Selection</b>		<b>Type of Operator</b>	
<input checked="" type="checkbox"/> Consortium <input type="checkbox"/> Competitive Bid		<input type="checkbox"/> System <input checked="" type="checkbox"/> Center(s)	
<b>Address 1:</b>	725 Veterans Memorial Highway		
<b>Address 2:</b>			
<b>City:</b>	Hauppauge		
<b>State:</b>	NY	<b>Zip Code:</b>	11788
<b>Operator Phone:</b> 631-853-6612			
<b>E-Mail:</b> sc.dol@suffolkcountyny.gov			

**OPERATOR CERTIFICATION STATUS**

Indicate status of Local Level Operator Recertification:

- Granted
- Application Submitted/Pending LWIB Review
- Application Not Yet Due
- Other (explain)

If the Career Center Operator is a consortium, identify the consortium partners:

Suffolk County Department of Labor, Licensing & Consumer Affairs - WIA Title I & Welfare to Work;

Suffolk County Department of Social Services - TANF;

Suffolk County Community College - Adult Education, Carl Perkins;

Suffolk County Department of Economic Development - HUD;

New York State Department of Labor - WIA Veterans, W/P, UI, TAA

New York State Department of Education - Vocational Rehab & WIA Title II Adult Education;

Economic Opportunity Council of Suffolk, Inc. - Community Service Block Grant:

CHP International, Inc. - WIA Title I Job Corps;

Urban League of Westchester County, Inc. - WIA Title V, Older Worker;

Pathstone - WIA Title I, Migrant and Seasonal;

**ATTACHMENT H: LIST OF CAREER CENTERS**

Complete the following information for each Career Center in your Workforce Investment Area. Use as many pages of ATTACHMENT H as necessary.

<b>Career Center Name:</b>	Suffolk County One-Stop Employment Center		
<b>Address 1:</b>	725 Veterans Memorial Highway		
<b>Address 2:</b>			
<b>City:</b>	Hauppauge		
<b>State:</b>	NY	<b>Zip Code:</b>	11788
<b>Phone:</b>	631-853-6600	<b>E-Mail:</b>	sc.dol@suffolkcountyny.gov
<b>Fax:</b>	631-853-6510	<b>Website:</b>	www.suffolkcountyny.gov
<b>Site Type:</b>	<input checked="" type="checkbox"/> Full Service <input type="checkbox"/> Certified Affiliate		
<b>Lease Expiration:</b>			
<b>Lease Holder:</b>			

<b>WIA Contact:</b>	Pamela Killoran		
<b>Phone:</b>	631-853-6945	<b>E-Mail:</b>	sc.dol@suffolkcountyny.gov
<b>NYSDOL Contact:</b>			
<b>Phone:</b>		<b>E-Mail:</b>	

	Opening Time	Closing Time
<b>Monday</b>	8:30 am	5:00 pm
<b>Tuesday</b>	8:30 am	5:00 pm
<b>Wednesday</b>	8:30 am	5:00 pm
<b>Thursday</b>	8:30 am	5:00 pm
<b>Friday</b>	8:30 am	5:00 pm
<b>Saturday</b>		
<b>Sunday</b>		

**ATTACHMENT H: LIST OF CAREER CENTERS**

Complete the following information for each Career Center in your Workforce Investment Area. Use as many pages of ATTACHMENT H as necessary.

<b>Career Center Name:</b>	Suffolk County One-Stop Employment Center		
<b>Address 1:</b>	395 Oser Avenue		
<b>Address 2:</b>			
<b>City:</b>	Hauppauge		
<b>State:</b>	NY	<b>Zip Code:</b>	11788
<b>Phone:</b>	631-853-3877	<b>E-Mail:</b>	sc.dol@suffolkcountyny.gov
<b>Fax:</b>	631-853-2418	<b>Website:</b>	www.suffolkcountyny.gov
<b>Site Type:</b>	<input type="checkbox"/> Full Service <input checked="" type="checkbox"/> Certified Affiliate		
<b>Lease Expiration:</b>			
<b>Lease Holder:</b>			

<b>WIA Contact:</b>	Pamela Killoran		
<b>Phone:</b>	631-853-6945	<b>E-Mail:</b>	sc.dol@suffolkcountyny.gov
<b>NYSDOL Contact:</b>			
<b>Phone:</b>		<b>E-Mail:</b>	

	Opening Time	Closing Time
<b>Monday</b>	8:30 am	4:30 pm
<b>Tuesday</b>	8:30 am	4:30 pm
<b>Wednesday</b>	8:30 am	4:30 pm
<b>Thursday</b>	8:30 am	4:30 pm
<b>Friday</b>	8:30 am	4:30 pm
<b>Saturday</b>		
<b>Sunday</b>		

**ATTACHMENT H: LIST OF CAREER CENTERS**

Complete the following information for each Career Center in your Workforce Investment Area. Use as many pages of ATTACHMENT H as necessary.

<b>Career Center Name:</b>	Riverhead County Center		
<b>Address 1:</b>	300 Center Drive		
<b>Address 2:</b>			
<b>City:</b>	Riverhead		
<b>State:</b>	NY	<b>Zip Code:</b>	11901
<b>Phone:</b>	631-852-1955	<b>E-Mail:</b>	sc.dol@suffolkcountyny.gov
<b>Fax:</b>	631-852-2013	<b>Website:</b>	www.suffolkcountyny.gov
<b>Site Type:</b>	<input type="checkbox"/> Full Service <input checked="" type="checkbox"/> Certified Affiliate		
<b>Lease Expiration:</b>			
<b>Lease Holder:</b>			

<b>WIA Contact:</b>	Pamela Killoran		
<b>Phone:</b>	631-853-6945	<b>E-Mail:</b>	sc.dol@suffolkcountyny.gov
<b>NYSDOL Contact:</b>			
<b>Phone:</b>		<b>E-Mail:</b>	

	Opening Time	Closing Time
<b>Monday</b>	8:30 am	4:00 pm
<b>Tuesday</b>	8:30 am	4:00 pm
<b>Wednesday</b>	8:30 am	4:00 pm
<b>Thursday</b>	8:30 am	4:00 pm
<b>Friday</b>	8:30 am	4:00 pm
<b>Saturday</b>		
<b>Sunday</b>		

**ATTACHMENT H: LIST OF CAREER CENTERS**

Complete the following information for each Career Center in your Workforce Investment Area. Use as many pages of ATTACHMENT H as necessary.

<b>Career Center Name:</b>	New York State Department of Labor		
<b>Address 1:</b>	160 South Ocean Avenue		
<b>Address 2:</b>			
<b>City:</b>	Patchogue		
<b>State:</b>	NY	<b>Zip Code:</b>	11772
<b>Phone:</b>	631-687-4800	<b>E-Mail:</b>	sc.dol@suffolkcountyny.gov
<b>Fax:</b>	631-687-4380	<b>Website:</b>	
<b>Site Type:</b>	<input checked="" type="checkbox"/> Full Service <input type="checkbox"/> Certified Affiliate		
<b>Lease Expiration:</b>			
<b>Lease Holder:</b>			

<b>WIA Contact:</b>	Pamela Killoran		
<b>Phone:</b>	631-853-6945	<b>E-Mail:</b>	sc.dol@suffolkcountyny.gov
<b>NYS DOL Contact:</b>	Amy Lowth		
<b>Phone:</b>	631-687-4819	<b>E-Mail:</b>	Amy.Lowth@Labor.ny.Gov

	Opening Time	Closing Time
<b>Monday</b>	8:30 am	4:30 pm
<b>Tuesday</b>	8:30 am	4:30 pm
<b>Wednesday</b>	8:30 am	4:30 pm
<b>Thursday</b>	8:30 am	4:30 pm
<b>Friday</b>	8:30 am	4:30 pm
<b>Saturday</b>		
<b>Sunday</b>		

	TOTALS	Career Center:			TOTALS		
PY'14	WIA						
Totals	Adult	DW	Youth	Admin	Other Funding		
Staff Salaries	\$ 3,444,966.00	\$ 887,548.00	\$ 1,144,750.00	\$ 917,668.00	\$ 495,000.00	\$ -	
Fringe Benefits	\$ 1,722,483.00	\$ 443,774.00	\$ 572,375.00	\$ 458,834.00	\$ 247,500.00	\$ -	
Travel	\$ 450.00	\$ 150.00	\$ 150.00	\$ 100.00	\$ 50.00	\$ -	
Other Related Staff Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Supportive Services	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -	\$ -	
Youth Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Other Related Program costs	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ -	\$ -	
Rent	\$ 398,696.67	\$ -	\$ -	\$ -	\$ -	\$ 398,696.67	
Utilities	\$ 77,228.23	\$ -	\$ -	\$ -	\$ -	\$ 77,228.23	
Supplies	\$ 122,031.50	\$ 36,312.00	\$ 42,892.00	\$ 33,041.00	\$ 7,745.00	\$ 2,041.50	
Cleaning Expenses	\$ 803.70	\$ -	\$ -	\$ -	\$ -	\$ 803.70	
Internet and IT Services Expenses	\$ 1,680.30	\$ -	\$ -	\$ -	\$ -	\$ 1,680.30	
Leased Equipment	\$ 5,443.00	\$ 1,483.00	\$ 1,916.00	\$ 1,531.00	\$ 513.00	\$ -	
Other Related Operational Costs	\$ 494,026.00	\$ 132,646.00	\$ 178,738.00	\$ 133,239.00	\$ 49,403.00	\$ -	
Totals	\$ 6,282,808.40	\$ 1,501,913.00	\$ 1,940,821.00	\$ 1,559,413.00	\$ 800,211.00	\$ 480,450.40	

Enter data into these cells.

	PY'14	WIB Office:			LWIA Suffolk County			
		WIA						Other Funding
		Totals	Adult	DW	Youth	Admin		
Staff Salaries	\$ 16,866.90				\$ 16,866.90	\$ -		
Fringe Benefits	\$ 8,228.13	\$ -	\$ -	\$ -	\$ 8,228.13	\$ -		
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Other Related Staff Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Supportive Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Youth Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Other Related Program costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Rent	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Cleaning Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Internet and IT Services Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Leased Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Other Related Operational Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
<b>Totals</b>	<b>\$ 25,095.03</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,095.03</b>	<b>\$ -</b>		

**Training and participants recorded for Single-County LWIA's**

WIB Office: LWIA Suffolk County -#78

County Name:		Total PY 2013 Training reported														
xxxxxxx		Adult					Dislocated Worker					Youth				
		# Participants in Training		Expenditures			# Participants in Training		Expenditures			# Participants in Training		Expenditures		
Training Type	Total Expenditures	Carry In	New	PY12 Carry In Formula funds	PY13 Formula Funds	Non-WIA Funding	Carry In	New	PY12 Carry In Formula funds	PY13 Formula Funds	Non-WIA Funding	Carry In	New	PY12 Carry In Formula funds	PY13 Formula Funds	Non-WIA Funding
ITA	\$ 1,946,103.00	17	380	\$ 26,640.00	\$ 696,752.00	\$ -	9	687	\$ 13,480.00	\$ 1,209,231.00	\$ -	0	0	\$ -	\$ -	\$ -
OJT	\$ 162,456.00	0	30	\$ -	\$ 92,456.00	\$ -	2	22	\$ 10,000.00	\$ 60,000.00	\$ -					
Customized	\$ -	0	0	\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -					
Contracted	\$ -	0	0	\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -					
<b>Total</b>	<b>\$ 2,108,559.00</b>	<b>17</b>	<b>410</b>	<b>\$ 26,640.00</b>	<b>\$ 789,208.00</b>	<b>\$ -</b>	<b>11</b>	<b>709</b>	<b>\$ 23,480.00</b>	<b>\$ 1,269,231.00</b>	<b>\$ -</b>	<b>0</b>	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

County Name:		PY 2014 Training Projection														
xxxxxxx		Adult					Dislocated Worker					Youth				
		# Participants in Training		Expenditures			# Participants in Training		Expenditures			# Participants in Training		Expenditures		
Training Type	Total Expenditures	Carry In	New	PY13 Carry In	PY14 Formula Funds	Non-WIA Funding	Carry In	New	PY13 Carry In	PY14 Formula Funds	Non-WIA Funding	Carry In	New	PY13 Carry In	PY14 Formula Funds	Non-WIA Funding
ITA	\$ 1,339,964.00	18	0	\$ 26,371.00	\$ 460,000.00	\$ -	35	0	\$ 78,593.00	\$ 775,000.00	\$ -	0	0	\$ -	\$ -	\$ -
OJT	\$ 270,000.00	8	0	\$ 40,000.00	\$ 100,000.00	\$ -	6	0	\$ 30,000.00	\$ 100,000.00	\$ -					
Customized	\$ -	0	0	\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -					
Contracted	\$ 100,000.00	0	0	\$ -	\$ 50,000.00	\$ -	0	0	\$ -	\$ 50,000.00	\$ -					
<b>Total</b>	<b>\$ 1,709,964.00</b>	<b>26</b>	<b>0</b>	<b>\$ 66,371.00</b>	<b>\$ 610,000.00</b>	<b>\$ -</b>	<b>41</b>	<b>0</b>	<b>\$108,593.00</b>	<b>\$ 925,000.00</b>	<b>\$ -</b>	<b>0</b>	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Attachment I

PY 2013 FTE Staffing -									
Function/ Type of Service	WIA Adult	WIA DW	WIA Youth	WIA Admin	Wagner-Peyser	REA	DVOP LVER	Other Funding	Total
WIB	1	1	1	0	0	0	0	0	3
TAA	0	0	0	0	0	0	0	1	1
Core/Intensive	11.75	14.75	0	0	30	3	6	0	65.5
Business Services	1	1	1	0	3	0	0	0	6
Rapid Response	0.25	0.25	0	0	0	0	0	0	0.5
Youth Services	0	0	10	0	0	0	0	0	10
Admin/Fiscal/Supervision	0	0		8	0	0	0	0	8
<b>Total</b>	<b>14</b>	<b>17</b>	<b>12</b>	<b>8</b>	<b>33</b>	<b>3</b>	<b>6</b>	<b>1</b>	<b>94</b>

Projected PY 2014 FTE Staffing									
Function/Type of Service	WIA Adult	WIA DW	WIA Youth	WIA Admin	Wagner-Peyser	REA	DVOP LVER	Other Funding	Total
WIB	1	1	1	0	0	0	0	0	3
TAA	0	0	0	0	1	0	0	1	2
Core/Intensive	11	12	0	0	37	3	5	0	68
Business Services	0.75	0.75	1	0	3	0	0	0	5.5
Rapid Response	0.25	0.25		0	0	0	0	0	0.5
Youth Services	0	0	9.5		0	0	0	0	9.5
Admin/Fiscal/Supervision	1.5	3	2.5	10	0	0	0	0	17
<b>Total</b>	<b>14.5</b>	<b>17</b>	<b>14</b>	<b>10</b>	<b>41</b>	<b>3</b>	<b>5</b>	<b>1</b>	<b>105.5</b>

Note: The total FTE's here should match the total staff that are funded in the LWIA.

**WIA/Other Funds Budget**

Blue Cells must be filled in.

<b>LWIA NAME:</b>		<b>LWIA Suffolk County - #78</b>			
WIA					
Totals	Adult	DW	Youth	Admin	Other Funding

Attachment I

<b>Revenue</b>						
WIA PY 13 Carryover at 6/30/14	\$ 1,254,202.95	\$ 325,901.25	\$ 476,832.15	\$ 326,049.30	\$ 125,420.25	\$ -
WIA PY 14 NOA	\$ 9,099,232.40	\$ 2,313,604.00	\$ 3,118,943.00	\$ 2,324,357.00	\$ 861,878.00	\$ 480,450.40
Total Revenue	\$ 10,353,435.35	\$ 2,639,505.25	\$ 3,595,775.15	\$ 2,650,406.30	\$ 987,298.25	\$ 480,450.40
<b>Expenditures- One Stop</b>						
<b>Staff Costs</b>						
Staff Salaries	\$ 3,444,966.00	\$ 887,548.00	\$ 1,144,750.00	\$ 917,668.00	\$ 495,000.00	\$ -
Fringe Benefits	\$ 1,722,483.00	\$ 443,774.00	\$ 572,375.00	\$ 458,834.00	\$ 247,500.00	\$ -
Travel	\$ 450.00	\$ 150.00	\$ 150.00	\$ 100.00	\$ 50.00	\$ -
Other Related Staff Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Costs	\$ 5,167,899.00	\$ 1,331,472.00	\$ 1,717,275.00	\$ 1,376,602.00	\$ 742,550.00	\$ -
<b>Operational Costs</b>						
WIB Costs	\$ 25,095.03	\$ -	\$ -	\$ -	\$ 25,095.03	\$ -
<b>One-Stop Costs</b>						
Rent	\$ 398,696.67	\$ -	\$ -	\$ -	\$ -	\$ 398,696.67
Utilities	\$ 77,228.23	\$ -	\$ -	\$ -	\$ -	\$ 77,228.23
Supplies	\$ 122,031.50	\$ 36,312.00	\$ 42,892.00	\$ 33,041.00	\$ 7,745.00	\$ 2,041.50
Cleaning Expenses	\$ 803.70	\$ -	\$ -	\$ -	\$ -	\$ 803.70
Internet and IT Services Expenses	\$ 1,680.30	\$ -	\$ -	\$ -	\$ -	\$ 1,680.30
Leased Equipment	\$ 5,443.00	\$ 1,483.00	\$ 1,916.00	\$ 1,531.00	\$ 513.00	\$ -
Other Related Operational Costs	\$ 494,026.00	\$ 132,646.00	\$ 178,738.00	\$ 133,239.00	\$ 49,403.00	\$ -
Total Operational Costs	\$ 1,125,004.43	\$ 170,441.00	\$ 223,546.00	\$ 167,811.00	\$ 82,756.03	\$ 480,450.40
<b>Other Program Costs</b>						
Support Services	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -	\$ -
Youth Wages	\$ 635,000.00	\$ -	\$ -	\$ 635,000.00	\$ -	\$ -
Other Related Program costs	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ -	\$ -
Total Program Costs	\$ 650,000.00	\$ -	\$ -	\$ 650,000.00	\$ -	\$ -
<b>Training Costs</b>						
Total Training Costs	\$ 1,709,964.00	\$ 676,371.00	\$ 1,033,593.00	\$ -	\$ -	\$ -
Total Expenditures	\$ 8,652,867.43	\$ 2,178,284.00	\$ 2,974,414.00	\$ 2,194,413.00	\$ 825,306.03	\$ 480,450.40
Carry-over Funds to PY15	\$ 1,700,567.92	\$ 461,221.25	\$ 621,361.15	\$ 455,993.30	\$ 161,992.22	\$ -

		Budget Summary for: ENTER LWIA NAME HERE					
		WIA				Other Funding	
	Totals	Adult	DW	Youth	Admin		
Total Revenue PY'14	\$ 10,353,435.35	\$ 2,639,505.25	\$ 3,595,775.15	\$ 2,650,406.30	\$ 987,298.25	\$ 480,450.40	
Total Staff Costs	\$ 5,167,899.00	\$ 1,331,472.00	\$ 1,717,275.00	\$ 1,376,602.00	\$ 742,550.00	\$ -	
Total Operational Costs	\$ 1,125,004.43	\$ 170,441.00	\$ 223,546.00	\$ 167,811.00	\$ 82,756.03	\$ 480,450.40	
Total Participant Costs	\$ 650,000.00	\$ -	\$ -	\$ 650,000.00	\$ -	\$ -	
Total Training Costs	\$ 1,709,964.00	\$ 676,371.00	\$ 1,033,593.00	\$ -	\$ -	\$ -	
Total Expenditures	\$ 8,652,867.43	\$ 2,178,284.00	\$ 2,974,414.00	\$ 2,194,413.00	\$ 825,306.03	\$ 480,450.40	
Carry-over Funds to PY15	\$ 1,700,567.92	\$ 461,221.25	\$ 621,361.15	\$ 455,993.30	\$ 161,992.22	\$ -	

Operational Cost Breakdown	
WIB Costs	\$ 25,095.03
Rent	\$ 398,696.67
Utilities	\$ 77,228.23
Supplies	\$ 122,031.50
Cleaning Expenses	\$ 803.70
Internet and IT Services Expenses	\$ 1,680.30
Leased Equipment	\$ 5,443.00
Other Related Operational Costs	\$ 494,026.00
<b>Total Operational Costs</b>	<b>\$ 1,125,004.43</b>

		Staffing Totals	
		2013	2014
WIB		3	3
TAA		1	2
Core/Intensive		65.5	68
Business Services		6	5.5
Rapid Response		0.5	0.5
Youth Services		10	9.5
Admin/Fiscal/ Supervision		8	17
Total		94	105.5

Training Totals		
	PY'13	PY'14
ITA	\$ 1,946,103.00	\$ 1,339,964.00
OJT	\$ 162,456.00	\$ 270,000.00
Customized	\$ -	\$ -
Contracted	\$ -	\$ 100,000.00
Totals	\$ 2,108,559.00	\$ 1,709,964.00

Youth Activity Provider Name	Address	City	State	Zip Code	Phone Number	Contact Name	Contact Title	Contact Email	Type of Arrangement (e.g. Agreement, MOU, collaboration, contractual)	Start Date (if applicable)	End Date (if applicable)	Planned Expenditures for PY14	Counties Served	Planned Enrollments PY14 In-School	Planned Enrollments PY14 Out-of-School	Using the definition of successful in Question 8 of the Local Plan, has this provider been successful? (Yes or No)
Amityville UFSD	150 Park Avenue	Amityville	NY	11701	631-853-6932	Dr. John R. Williams	Superintendent	stacey.lesko@suffolkcountyny.gov	MOU	7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
AWIXA	5720 Old Sunrise Highway	Massapequa	NY	11758	631-853-6932	Alyse Cardello	CEO	stacey.lesko@suffolkcountyny.gov	MOU	7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Bay Shore UFSD	75 West Perkal Street	Bay Shore	NY	11706	631-853-6932	Dr. Edmond Frazier	Superintendent	stacey.lesko@suffolkcountyny.gov	MOU	7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
BOCES - Eastern Suffolk	201 Sunrise Highway	Patchogue	NY	11772	631-853-6932	Michael Locantore	Assistant Superintendent	stacey.lesko@suffolkcountyny.gov	MOU	7/1/2013	6/30/2017	Based on individual referral	Suffolk	Unknown	Unknown	Yes
BOCES - Western Suffolk	507 Deer Park Avenue	Dix Hills	NY	11746	631-853-6932	David Gee	District Superintendent	stacey.lesko@suffolkcountyny.gov	MOU	7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Brentwood UFSD	1st Street & South 5th Avenue	Brentwood	NY	11717	631-853-6932	Dr. Ronald Dufalla	Superintendent	stacey.lesko@suffolkcountyny.gov	MOU	7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Bridgehampton UFSD	2685 Montauk Highway	Bridgehampton	NY	11932	631-853-6932	Lois Favre	Superintendent	stacey.lesko@suffolkcountyny.gov	MOU	7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Central Islip Civic Council	68 Wheeler Road	Central Islip	NY	11722	631-853-6932	Nancy Manfredonia	Executive Director	stacey.lesko@suffolkcountyny.gov	MOU	7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Central Islip UFSD	50 Wheeler Road	Central Islip	NY	11722	631-853-6932	Dr. Craig Carr	Superintendent	stacey.lesko@suffolkcountyny.gov	MOU	7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Community Action Southold Town	311 Front Street	Greenport	NY	11944	631-853-6932	Sarah Benjamin	Director	stacey.lesko@suffolkcountyny.gov	MOU	7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Connetquot CSD	780 Ocean Avenue	Bohemia	NY	11716	631-853-6932	Alan B. Groveman, Ed.D	Superintendent	stacey.lesko@suffolkcountyny.gov	MOU	7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Deer Park UFSD	1881 Deer Park Avenue	Deer Park	NY	11729	631-853-6932	Eva Demyen	Superintendent	stacey.lesko@suffolkcountyny.gov	MOU	7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
East Islip UFSD	1 Craig B. Gariepy Avenue	Islip Terrace	NY	11752	631-853-6932	John Finello	Superintendent	stacey.lesko@suffolkcountyny.gov	MOU	7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Family Help Services	46 Millay Lane	Bay Shore	NY	11706	631-853-6932	Paul Robinson	CEO	stacey.lesko@suffolkcountyny.gov	MOU	7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
First Baptist Church of Riverhead	1018 Northville Tpke.	Riverhead	NY	11901	631-853-6932	Cynthia Ligon	Reverend	stacey.lesko@suffolkcountyny.gov	MOU	7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Giant Step Services, LLC	1002 Devonshire Road	Hauppauge	NY	11788	631-853-6932	David Finkelstein	Director	stacey.lesko@suffolkcountyny.gov	MOU	7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes

Greenport School District	720 Front Street	Greenport	NY	11944	631-853-6932	Michael Comanda	Superintendent	stacey.lesko@ SuffolkCountyNY.gov	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Half Hollow Hills CSD	525 Half Hollow Hills Road	Dix Hills	NY	11746	631-853-6932	Kelly Fallon	Superintendent	stacey.lesko@ SuffolkCountyNY.gov	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Hampton's United Methodist Church	160 Main Street	Southampton	NY	11968	631-853-6932	Leslie Duroseau	Pastor	stacey.lesko@ SuffolkCountyNY.gov	MOU		3/1/2014	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Hauppauge School District	495 Hoffman Lane	Hauppauge	NY	11788	631-853-6932	Patricia Sullivan-Kriss	Superintendent	stacey.lesko@ SuffolkCountyNY.gov	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Holy Church of Christ	41 Sage Street	Central Islip	NY	11722	631-853-6932	Barbara Sims	Administrator	stacey.lesko@ SuffolkCountyNY.gov	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Hope for Youth	201 Dixon Avenue	Amityville	NY	11701	631-853-6932	David Hegarty	Executive Director	stacey.lesko@ SuffolkCountyNY.gov	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Huntington, Town of	100 Main Street	Huntington	NY	11743	631-853-6932	Frank Petrone	Supervisor	stacey.lesko@ SuffolkCountyNY.gov	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Islip UFSD	215 Main Street	Islip	NY	11751	631-853-6932	Sue Schnebel	Superintendent	stacey.lesko@ SuffolkCountyNY.gov	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
JABALU-NUR Foundation, Inc. dba Love our Children	134 North 20th Street	Wyandanch	NY	11798	631-853-6932	Sakinah Kareem	Executive Director	stacey.lesko@ SuffolkCountyNY.gov	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Kingz Kidz Outreach	40 Merrick Road	Amityville	NY	11701	631-853-6932	Erica Spence	Executive Director	stacey.lesko@ SuffolkCountyNY.gov	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Lifeline Mediation Center	615 Middle Country Road	Middle Island	NY	11953	631-853-6932	Joseph Lecci	Executive Director	stacey.lesko@ SuffolkCountyNY.gov	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Longwood CSD	35 Yaphank-Middle Island Road	Middle Island	NY	11953	631-853-6932	Michael R. Lonergan	Superintendent	stacey.lesko@ SuffolkCountyNY.gov	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Mattituck Cutchogue School District	385 Depot Lane	Cutchogue	NY	11935	631-853-6932	James McKenna	Superintendent	stacey.lesko@ SuffolkCountyNY.gov	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Mercy First	525 Convent Road	Syosset	NY	11791	631-853-6932	Gerard McCaffery	CEO	stacey.lesko@ SuffolkCountyNY.gov	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Middle Country CSD	Suite A, 25 North Bicycle Path	Selden	NY	11784	631-853-6932	Roberta Gerold	Superintendent	stacey.lesko@ SuffolkCountyNY.gov	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
NY Institute of Technology	300 Carlton Avenue	Central Islip	NY	11722	631-853-6932	Ernst VanBergeijk	Executive Director	stacey.lesko@ SuffolkCountyNY.gov	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
North Babylon UFSD	5 Jardine Place	North Babylon	NY	11703	631-853-6932	Patricia Godek	Superintendent	stacey.lesko@ SuffolkCountyNY.gov	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Patchogue-Medford School District	241 South Ocean Avenue	Patchogue	NY	11772	631-853-6932	Michael J. Locantore	Superintendent	stacey.lesko@ SuffolkCountyNY.gov	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes

Peace Christian Church	680 Ocean Avenue	Bohemia	NY	11716	631-853-6932	Kevin Foss	Pastor	stacey.lesko@su ffolkcountyny.go v	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Phoenix House of LI, Inc.	164 W. 74th Street	New York	NY	10023	631-853-6932	Howard Meitiner	President/CE O	stacey.lesko@su ffolkcountyny.go v	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Prayer Tabernacle (COGIC)	3550 Great Neck Road	Amityville	NY	11701	631-853-6932	Berrie Ivory	Coordinator	stacey.lesko@su ffolkcountyny.go v	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Retreat, Inc.	13 Goodfriend Drive	East Hampton	NY	11937	631-853-6932	Jeffrey Friedman	Executive Director	stacey.lesko@su ffolkcountyny.go v	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Riverhead CSD	700 Osborne Avenue	Riverhead	NY	11901	631-853-6932	Nancy Carney	Superintende nt	stacey.lesko@su ffolkcountyny.go v	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Sachem School District	Sachem District Office 515 School Street	Ronkonkoma	NY	11779	631-853-6932	James Nolan	Superintende nt	stacey.lesko@su ffolkcountyny.go v	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Sachem Teen Center	4949 Express Drive North	Ronkonkoma	Ny	11779	631-853-6932	John Fiorvante	Director	stacey.lesko@su ffolkcountyny.go v	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Sag Harbor UFSD	200 Jermaine Avenue	Sag Harbor	NY	11963	631-853-6932	Dr. Carl Bonuso	Superintende nt	stacey.lesko@su ffolkcountyny.go v	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
SCO Family of Services / Madonna Heights School	1 Alexander Place	Glen Cove	NY	11542	631-853-6932	Gail Nayowith	Executive Director	stacey.lesko@su ffolkcountyny.go v	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Shepherd's Gate Corp.	1725 Brentwood Road	Brentwood	NY	11717	631-853-6932	Ana Torres	Director	stacey.lesko@su ffolkcountyny.go v	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Smithtown CSD	26 New York Avenue	Smithtown	NY	11787	631-853-6932	Dr. Anthony Annunziato	Superintende nt	stacey.lesko@su ffolkcountyny.go v	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
South Country School District	189 Dunton Avenue	East Patchogue	NY	11772	631-853-6932	Dr. Howard Koenig	Superintende nt	stacey.lesko@su ffolkcountyny.go v	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
South Huntington UFSD	60 Weston Street	Huntington Station	NY	11746	631-853-6932	Dr. David Bennardo	Superintende nt	stacey.lesko@su ffolkcountyny.go v	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
South Shore Boys Club, Inc.	401 Main Street	Islip	NY	11751	631-853-6932	Melanie Holz	Director	stacey.lesko@su ffolkcountyny.go v	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Southampton UFSD	70 Leland Avenue	Southampton	NY	11968	631-853-6932	Dr. Richard Boyes	Superintende nt	stacey.lesko@su ffolkcountyny.go v	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Three Village CSD	100 Suffolk Avenue	Stony Brook	NY	11790	631-853-6932	Cheryl Pedisich	Superintende nt	stacey.lesko@su ffolkcountyny.go v	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
United Way	819 Grand Blvd.	Deer Park	NY	11729	631-853-6932	Theresa Regnante	CEO	stacey.lesko@su ffolkcountyny.go v	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Urban League of LI	50 Clinton Street/Ste. 205	Hempstead	NY	11550	631-853-6932	Theresa Sanders	President/CE O	stacey.lesko@su ffolkcountyny.go v	MOU		7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes

Village of Greenport	236 Third Street	Greenport	NY	11944	631-853-6932	David Nyce	Mayor	stacey.lesko@suffolkcountyny.gov	MOU	7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Village of Patchogue	14 Baker Street	Patchogue	NY	11772	631-853-6932	Paul Pontieri	Mayor	stacey.lesko@suffolkcountyny.gov	MOU	7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
West Babylon UFSD	10 Farmingdale Road	West Babylon	NY	11704	631-853-6932	Anthony Cacciola	Superintendent	stacey.lesko@suffolkcountyny.gov	MOU	7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
West Islip Youth Enrichment Services, Inc.	90 Higbie Lane	West Islip	NY	11795	631-853-6932	Mary Ann Pfiffer	Executive Director	stacey.lesko@suffolkcountyny.gov	MOU	7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
William Floyd UFSD	240 Mastic Beach Road	Mastic Beach	NY	11951	631-853-6932	Dr. Paul Casciano	Superintendent	stacey.lesko@suffolkcountyny.gov	MOU	7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes
Wyandanch UFSD	1445 Dr. Martin Luther King Drive	Wyandanch	NY	11798	631-853-6932	Dr. Pless Dickerson	Superintendent	stacey.lesko@suffolkcountyny.gov	MOU	7/1/2013	6/30/2017	Leveraged Services	Suffolk	Unknown	Unknown	Yes

Youth Program Design Framework	Provider Names
Intake and Registration	
Objective Assessment	Completed by the One-Stop Operator's Youth Unit
Individual Service Strategy	Completed by the One-Stop Operator's Youth Unit

Youth Program Element	Provider Names
Tutoring/Study Skills Training/Instruction leading to completion of secondary school	Amityville UFSD, BayShore UFSD, Bridgehampton UFSD, BOCES Eastern Suffolk, BOCES Western Suffolk, Brentwood UFSD, Central Islip UFSD, Connetquot CSD, Deer Park UFSD, East Islip UFSD, Greenport SD, Half Hollow Hills CSD, Hauppauge SD, Islip UFSD, Longwood CSD, Mattituck Cutchogue SD, Middle Country CSD, NY Institute of Technology, North Babylon UFSD, Patchogue-Medford School District, Riverhead CSD, Sachem SD, Sag Harbor UFSD, Smithtown CSD, South Country SD, South Huntington SD, Southampton UFSD, Three Village CSD, William Floyd UFSD, Wyandanch UFSD
Alternative Secondary School Services	Amityville UFSD, BayShore UFSD, Bridgehampton UFSD, BOCES Eastern Suffolk, BOCES Western Suffolk, Brentwood UFSD, Central Islip UFSD, Connetquot CSD, Deer Park UFSD, East Islip UFSD, Greenport SD, Half Hollow Hills CSD, Hauppauge SD, Islip UFSD, Longwood CSD, Mattituck Cutchogue SD, Middle Country CSD, NY Institute of Technology, North Babylon UFSD, Patchogue-Medford School District, Riverhead CSD, Sachem SD, Sag Harbor UFSD, Smithtown CSD, South Country SD, South Huntington SD, Southampton UFSD, Three Village CSD, Urban League of Long Island, West Islip Youth Enrichment Svs, William Floyd UFSD, Wyandanch UFSD
Summer employment opportunities	Amityville UFSD, AWIXA, Bayshore UFSD, BOCES Eastern Suffolk, BOCES Western Suffolk, Brentwood UFSD, Bridgehampton UFSD, Central Islip Civic Council, Central Islip UFSD, Community Action Southold Town, Connetquot CSD, Deer Park UFSD, East Islip UFSD, Family Help Services, First Baptist Church of Riverhead, Giant Step Services, Greenport SD, Half Hollow Hills CSD, Hampton's United Methodist Church, Hauppauge SD, Holy Church of Christ, Hope for youth, Islip UFSD, JABALU-NUR, Kingz Kidz Outreach, Lifeline Mediation Ctr, Longwood CSD, Mattituck Cutchogue SD, Mercy First, Middle Country CSD, NY Institute of Technology, North Babylon UFSD, Patchogue Medford SD, Peace Christian Church, Phoenix House of LI, Prayer Tabernacle, Retreat, Inc, Riverhead CSD, Sachem SD, Sag Harbor UFSD, SCO Family of Services, Shepherds Gate, Smithtown CSD, South Country SD, South Huntington UFSD, South Shore Boys Club, Southampton UFSD, Suffolk County Department of Labor, Licensing & Consumer Affairs, Suffolk County Dept. of Social Services, Three Village CSD, Town of Brookhaven, Town of Huntington, United Way, Urban League of LI, Village of Greenport, Village of Patchogue, West Babylon UFSD, West Islip Youth Enrichment, William Floyd UFSD, Wyandanch UFSD
Paid and unpaid work experience	Amityville UFSD, AWIXA, Bayshore UFSD, BOCES Eastern Suffolk, BOCES Western Suffolk, Brentwood UFSD, Bridgehampton UFSD, Central Islip Civic Council, Central Islip UFSD, Community Action Southold Town, Connetquot CSD, Deer Park UFSD, East Islip UFSD, Family Help Services, First Baptist Church of Riverhead, Giant Step Services, Greenport SD, Half Hollow Hills CSD, Hampton's United Methodist Church, Hauppauge SD, Holy Church of Christ, Hope for youth, Islip UFSD, JABALU-NUR, Kingz Kidz Outreach, Lifeline Mediation Ctr, Longwood CSD, Mattituck Cutchogue SD, Mercy First, Middle Country CSD, NY Institute of Technology, North Babylon UFSD, Patchogue Medford SD, Peace Christian Church, Phoenix House of LI, Prayer Tabernacle, Retreat, Inc, Riverhead CSD, Sachem SD, Sag Harbor UFSD, SCO Family of Services, Shepherds Gate, Smithtown CSD, South Country SD, South Huntington UFSD, South Shore Boys Club, Southampton UFSD, Suffolk County Department of Labor, Licensing & Consumer Affairs, Suffolk County Dept. of Social Services, Three Village CSD, Town of Brookhaven, Town of Huntington, United Way, Urban League of LI, Village of Greenport, Village of Patchogue, West Babylon UFSD, West Islip Youth Enrichment, William Floyd UFSD, Wyandanch UFSD
Occupational skills training	Amityville UFSD, AWIXA, Bayshore UFSD, BOCES Eastern Suffolk, BOCES Western Suffolk, Brentwood UFSD, Bridgehampton UFSD, Central Islip Civic Council, Central Islip UFSD, Community Action Southold Town, Connetquot CSD, Deer Park UFSD, East Islip UFSD, Family Help Services, First Baptist Church of Riverhead, Giant Step Services, Greenport SD, Half Hollow Hills CSD, Hampton's United Methodist Church, Hauppauge SD, Holy Church of Christ, Hope for youth, Islip UFSD, JABALU-NUR, Kingz Kidz Outreach, Lifeline Mediation Ctr, Longwood CSD, Mattituck Cutchogue SD, Mercy First, Middle Country CSD, NY Institute of Technology, North Babylon UFSD, Patchogue Medford SD, Peace Christian Church, Phoenix House of LI, Prayer Tabernacle, Retreat, Inc, Riverhead CSD, Sachem SD, Sag Harbor UFSD, SCO Family of Services, Shepherds Gate, Smithtown CSD, South Country SD, South Huntington UFSD, South Shore Boys Club, Southampton UFSD, Suffolk County Department of Labor, Licensing & Consumer Affairs, Suffolk County Dept. of Social Services, Three Village CSD, Town of Brookhaven, Town of Huntington, United Way, Urban League of LI, Village of Greenport, Village of Patchogue, West Babylon UFSD, West Islip Youth Enrichment, William Floyd UFSD, Wyandanch UFSD
Leadership development opportunities	BOCES Eastern Suffolk, BOCES Western Suffolk, Town of Brookhaven, Town of Huntington, Family Help Services, Holy Church of Christ, United Way, Urban League of LI, West Islip Youth Enrichment Svs
Supportive Services	Suffolk County Department of Labor, Licensing & Consumer Affairs, Suffolk County Department of Social Services
Adult Mentoring	BOCES Eastern Suffolk, BOCES Western Suffolk, United Way, Urban League of LI, West Islip Youth Enrichment Svs
Follow Up Services	BOCES Eastern Suffolk, BOCES Western Suffolk, Suffolk County Department of Labor, Licensing & Consumer Affairs, United Way, Urban League of LI, West Islip Youth Enrichment Svs
Comprehensive Guidance and Counseling	Suffolk County Department of Labor, Licensing & Consumer Affairs



## **Attachment K**

### **Youth Needing Additional Assistance:**

Defined as: A situation where a customer and his/her case manager have determined that a certain supportive services, including but not limited to, transportation, childcare and meal allowance must be provided so that the customer can fully participate in and complete an approved course of study.

### **Serious Barriers to Youth Employment:**

Defined as: An economically disadvantaged youth that is one or more of the following: deficient in basic literacy skills, a school dropout, homeless, a runaway, a foster-child, pregnant or parenting, an offender or an individual, including a youth with disabilities, who requires additional assistance to complete an educational program, or to secure and hold employment.