



SULLIVAN COUNTY LOCAL PLAN

JULY 1, 2017 - JUNE 30, 2021

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Strategic Planning Elements

LWDB and Regional Demand Lists are now maintained online at: <https://labor.ny.gov/workforcenypartners/lwda/lwda-occs.shtm> . Changes to Demand Lists can be made by following the directions on the webpage.

I attest that the priority ranked list of the local area’s demand occupations was last updated on [specify date in the below text box].

August 23, 2017

How is this information shared with the Board? What was the last date on which it was shared?

The Executive Committee was informed and a report will be provided to the full Board at the next quarterly meeting in December.

a. Provide an analysis of regional economic conditions, including:

i. Existing and emerging in-demand sectors and occupations; and

Sullivan County, New York is located in the Catskill Mountains, 90 miles north of New York City. A rural county, it is home to 74,801 residents (US Census 2016 estimate) occupying 968 square miles with a density rate of 77.3 people per square mile. Sullivan County is located in southern New York State, on the border with northeast Pennsylvania. The County is part of the Mid-Hudson Valley Region that includes Orange, Ulster, Dutchess, Rockland, Putnam and Westchester counties.

The County has a significant history as the tourism center of the Catskills. That period came to an end in the late 1980’s with the closing of the remaining world renowned hotels and resorts. Since then the County has worked to diversify its industry base by increasing its health and human services sector, increasing support for the agriculture sector, building a manufacturing base and continuing to capitalize on the natural beauty of the area in order to increase the hospitality and tourism sector. The County has also pursued and supported downtown revitalization efforts and small business development.

Health and Human Services currently constitute the largest employment sector in the County with 25.6% of the jobs. Government sector jobs — local, state and federal — make up 21% of total employment. Leisure and Hospitality currently provide 15% of local jobs. The Construction sector had in recent years posted flat or job numbers losses but September 2016 posted a 4.4% increase over September 2015 and September 2106 shows a 10% increase in construction jobs over September 2016. Agriculture, while exhibiting low raw employment numbers, generates \$714 million in economic activity including wholesale and retail agri-businesses.

The 2016 US Census data indicates the percentage of Sullivan County residents living below the poverty level to be 18%, above the 15.6% of New York State residents living below the

poverty level. In comparison to the other Mid-Hudson Valley counties Sullivan’s poverty rate is the highest. The next highest rate is Rockland County at 14.1% and the lowest is Putnam County at 5.6%.

Sullivan County’s median household income was \$50,710 in 2016, the lowest in the Mid-Hudson Valley region. This figure is 65% greater than the 2016 US Health & Human Services poverty line for a family of four at \$30,750. However, when looking at the County’s population centers, the income picture changes dramatically. The 2016 median income for the three largest population centers are the Village of Monticello at \$26,376, which is roughly 16.5% below the poverty line; the Village of Liberty’s median income at \$34,088, 11% higher than the poverty line and South Fallsburg at just 4% over the poverty line with a median household income of \$32,022.

The County is now poised for significant economic development with World Resorts Catskills being awarded a gaming license in 2015. This regionally significant project has spurred a number of economic development projects currently underway or planned for the near future. The World Resorts Catskills project along with Veria Wellness Center and other tourism projects have put the Hospitality and Tourism industry back on the map in terms of job creation and career opportunities.

Unlike the past when Sullivan County found itself on the sidelines watching the economic development occur in other counties, the County now finds itself in a position where there are a significant number of current job openings and major job creation coming within the next two to three years. An educated estimate is that between current and future opportunities there will be roughly 3,500 job openings over the next three years primarily in the Hospitality and Tourism industry.

ii. The employment needs of businesses in those sectors and occupations.

Many industries in the County are concerned, to varying degrees, with the impact on their workforce of the Casino and other large Hospitality projects. The number of new employment opportunities has many businesses reviewing their workforce needs and taking steps to retain current employees.

Entry level positions are a particular concern because many of jobs at the Casino are entry level and most entry level skills easily transfer between titles. The Health and Human Services industry has regularly experienced shortages in entry level positions such as Personal Care Aides, Home Health Aides, Certified Nurse’s Assistant, and Direct Support Professionals even prior to these projects. The government offices and school districts are also concerned about clerical support, accounting and IT positions, Teacher Aides and Assistants, Bus Aides, maintenance and janitorial positions. The Construction sector is in need of skilled laborers.

World Resorts Catskills is a high end casino hotel with expected five star customer service levels. Along with traditional hotel positions that will be needed there are many positions that do not currently exist in the County such as those specific to the casino. The same is true for Veria Wellness Center, a high end spa that will be opening in 2018 with an anticipated 250 jobs. They are in need of specially trained massage therapists, nutritionists and other positions that currently do not exist in the county or do not exist in large numbers. In a little more than a year the Water Park will be opening on the same grounds as the Casino creating hundreds of additional jobs.

- b. Describe the knowledge, skills, and abilities needed to meet the employment needs of businesses, including those in in-demand sectors and employing individuals in demand occupations.

There are occupations in the Health & Human Services sector that require state licensure or certification. These include Nursing titles, EKG Technician, Phlebotomist, Medical Assistant and CASAC. Other positions like Direct Support Professional receive intensive training once they are hired. Office positions in this sector require minimum basic computer skills but also may require reception, medical coding and billing experience. All require strong customer awareness skills, empathy and compassion.

The common need across all businesses is to have workers who possess the core skills that will make them strong employees and people. There are different versions of the “soft skills” that businesses state they are looking for in a worker. In working with the Hospitality sector we have identified key career readiness skills that span all industries. They include commitment, life/work balance, self-knowledge, communication, conflict management, inclusion, and meeting expectations. In addition, we have identified through the same business group, essential skills that all workers need to have to be successful in the Hospitality field. These seven learnable skills are: curiosity, observation, communication, demonstration, expectation, work attitude and understanding hospitality etiquette.

- c. Provide an analysis of the regional workforce, including:

- i. Current labor force employment and unemployment numbers;

In August 2017 Sullivan County’s Civilian Labor Force was 36,500 (34,900 employed and 1,600 unemployed). This represents 3% region’s labor force. The number of employed people in the labor force has been slowly increasing as opportunities grow and the County is on track to meet and exceed the pre-recession employed average of 36,000. The August 2017 number of unemployed individuals (1,400) is 47% lower than the August highs of 3,000 during the recent recession. The August 2017 unemployment rate of 4.3% brings the County back to prerecession unemployment rates and anecdotally it appears that all residents who want to work and are able to work are indeed working.

- ii. Information on any trends in the labor market; and

The County historically topped the region with the highest unemployment rates. Post-

recession the County continued to lose jobs or, at best, job numbers remained flat. These trends have begun to change. Since June of 2016 the County has steadily gained jobs. In 2017 each month has seen at least a 2% job growth over the prior year. In addition, June, July and August of 2017 show the County having the third or fourth lowest unemployment rates in the region.

iii. Educational and skill levels of the workforce in the region, including individuals with barriers to employment.

In Sullivan County, 54% of its residents between the ages of 25 – 64 are high school graduates and /or have some college but no degree. This is significantly higher than the region’s rate of 40%. County residents with an Associate’s Degree stand at 12% which is higher than the region’s rate of 9%. The region however has a significantly higher number of people with Bachelor Degrees (23%) and Postgraduate degrees (18%) than Sullivan County residents at 13% and 10% respectively.

There are 12% of County residents between the ages of 25 – 64 that have no high school diploma. This is slightly higher than the regional rate of 10%.

The 18% poverty rate in the County equates to roughly 13,400 individuals. Approximately 26% are children under the age of 18. Of those with single female head of households with children, approximately 46 % live in poverty.

Residents between the ages of 18 – 64 who attest to having a disability represent 14% of that population cohort. Within that group, only 31% are participating in the labor force. The Welfare to Work program that is operated at the Sullivan Works Career Center serves applicants and/or recipients of public assistance. The August Welfare to Work program report shows that 47% of the clients served that month had documented disabilities. The County’s Department of Community Services currently provides mental health and drug and alcohol services to 1,600 clients per month with 67% of those being classified as poor or working poor.

Businesses across all industries continue to voice concern over their inability to find enough workers with the essential work skills necessary for workplace success. The majority of jobs in the County are entry level so the need for job seekers to have job getting and keeping skills, basic computer skills, and basic literacy and math skill is critical. The inability to pass a drug test, to show up consistently at work, to successfully manage critical life issues, manage ongoing mental health issues, secure reliable transportation and child care are some of the issues the available workforce is struggling to address.

d. Provide an analysis of workforce development activities, including education and training, in the region.

i. Identify strengths and weaknesses of these workforce development activities.

System Strengths

Based on customer feedback, the partnership between the Center for Workforce Development and the NYSDOL has resulted in seamless service delivery for customers at the One Stop Center.

The WD Board has taken a sector approach to the Hospitality Industry and brought together workforce development, economic development and business to identify needs, create career pathways and the Hudson Valley Catskills Regional Skills Alliance.

Our local training providers, SUNY Sullivan and SC BOCES, continue to work to develop programs that are responsive to the needs of current and new employers.

System Challenges

The lack of public transportation negatively impacts the economic mobility of residents. This is beginning to be addressed through a variety of approaches such as van pools and fixed routes.

There is a lack of child care providers, specifically infant care, making it impossible for some people to secure employment and adequately provide for their families.

Businesses across all industries continue to voice concern over their inability to find enough workers with the essential work skills necessary for success in any job. The WDB is addressing this concern and is developing a career readiness program that can be offered in sequence or as stand-alone modules.

- ii. Does the local area have the capacity to address the education and skill needs of the local workforce, including individuals with barriers to employment, and businesses? Please explain.

The two main training partners, Sullivan County BOCES and SUNY Sullivan, are members of the WD Board and are partners in the local workforce system. We have been actively working on developing industry recognized certifications, degree programs and defined career pathways for the jobs being created in the Hospitality industry. SUNY Sullivan has certificate programs in Casino Operations, Tourism and Food Service and degree programs in Hospitality and Tourism, Professional Chef and Culinary Arts. In addition, they have developed short term trainings for entry level jobs in areas such as Housekeeping and Front Office. BOCES has designed a two year Hospitality and Tourism Career & Tech program and is looking to move towards the creation of a Hospitality and Tourism Academy.

SUNY Sullivan has certificate and degree programs for careers in Health Sciences, Human Services, Sustainable Building Management, Graphic Design and Computer Science. BOCES offers a variety of Career & Tech programs such as Culinary Arts,

Automotive, Animal Science and Public Safety. BOCES also has articulation agreements with colleges for a number of Career & Tech programs such as Health Occupations and Construction Technologies. Monticello High School has a thriving Academy of Finance that includes paid internships with local businesses and access to college courses.

- e. Describe the local board's strategic vision and goals for preparing an educated and skilled workforce, including youth and individuals with barriers to employment.

Sullivan County finds itself in the unusual position where there are a significant number of current job openings and major job creation coming within the next two to three years. An educated estimate is that between current and future opportunities there will be roughly 3,500 job openings over the next three years primarily in the Hospitality industry. This is a major shift from several years ago when the county was still struggling to move out from under the crippling recession.

This shift requires the local WD Board and system partners to also shift from a job seeker customer focus to a business customer focus. During the recession the primary customer was a laid off worker who had a work history and bills to pay so they needed a job and were not as interested in training. The typical County residents who are currently looking for work now are primarily individuals with issues and circumstances that make it very difficult for them to quickly secure and sustain employment. They lack work history, work readiness skills, education and occupational skills. They may have a language barrier, a disability such as addiction or mental illness, or have a criminal record. Although it is now beginning to be addressed there currently exists a lack of public transportation and child care options that has hampered the ability of people to access education, training, and employment.

Sullivan County is large in area but small is population. This means that the increased number of job opportunities will attract more job seekers from outside the county. This WD Board is committed to making sure that all Sullivan County residents have access to workforce services that will enable them to successfully compete for these jobs.

We know that there are many residents who have the ability to access these and other trainings. We will continue to serve and support them in their efforts. We are looking to increase our focus on our residents who need more intensive services by

redesigning the current strategies of recruitment, case management, education, training and supports so that the system will better meet the skilled workforce needs of the business community.

- i. How do the local area’s workforce development programs, including programs provided by partner agencies, support this strategic vision?

Our Title II partner, Sullivan County BOCES, is critical to this process. The existing relationship allows for customers to easily move back and forth between the Sullivan Works Career Center and BOCES Adult Education programs. The Welfare to Work program, WIOA programs, notably Youth, and other Career Center based programs work closely with BOCES staff on recruitment, enrollment and follow up. The staff from BOCES attends the weekly Welfare to Work orientation to provide information on classes including ESL and TASC preparation. The changing landscape, however, requires us to review the current processes and programs and determine where changes are needed to make the system more flexible and responsive to the business community.

For example, businesses across all industries continue to voice concern over their inability to find enough workers with the basic foundational skills that are necessary for success in any job. The need for job getting and keeping skills, basic computer skills, and basic literacy and math skill is significant and different agencies have developed ways to teach different aspects with varying degrees of success. Overall, the efforts have not been impactful. To address this we have begun to work on bringing the workforce, education and training partners together to determine the areas of expertise and create modules targeting critical areas. These modules will be designed with business input and approval. The result will be a menu of work readiness modules approved by the business community and taught by partners who are expert in their fields.

- ii. How will the local area, working with the entities that carry out the core programs, align available resources to achieve the strategic vision and goals?

The WDB will be reviewing the Title II proposals that are submitted to ensure that they align with the goals of the Board. WIOA training policies reflect the focus on demand occupations with an emphasis on short term trainings.

- f. Describe the local board’s goals relating to performance accountability measures. How do these measures support regional economic growth and self-sufficiency?

The Career Center staff have been receiving ongoing training on the WIOA performance measures. The measures for enrolled individuals are employment rate; median earnings; credential rate and measurable skills gain.

The measures for business services include employer retention; employer penetration and repeat customer. The business services team will be expanded to include additional partners. A full time staff person has been hired and will be leading the local partner business services team. The team will provide quarterly reports to the WDB on performance.

Local Workforce Development System

- a. Identify the programs, whether provided by the Career Center or any partners, that are a part of the local area’s workforce development system, including:

- i. Core programs;

The core programs provided by the Career Center or external partners are:

1. WIOA Adult, Dislocated Worker programs – (CWD) - Career Center
2. WIOA Youth programs – (competitively procured; CWD) – Career Center
3. Wagner-Peyser Employment Services – (NYSDOL) - Career Center
4. WIOA Title II Adult Education – NYSED – SC BOCES
5. WIOA Title IV Vocational Rehabilitation - ACCES-VR; NYS Commission for the Blind

- ii. Programs that support alignment under the Carl D. Perkins Career and Technical Education Act of 2006; and

SUNY Sullivan has as their Perkins initiative the improvement and modernization of technical education programs including Computer Technology, Computer Graphics/Graphic Design, Communications & Media Arts, Nursing, Respiratory Care, Medical Assisting and Health Sciences, leading to increased retention and graduation rates.

- iii. Other workforce development programs, if applicable.

1. Welfare to Work – (CWD through MOU) - Career Center
2. Trade Act – (NYSDOL) - Career Center
3. Veterans – (NYSDOL) - Career Center
4. Career & Technical Education, postsecondary – SUNY Sullivan

5. Title V Senior Community Service Employment Program - CWD
6. Job Corps – Delaware Valley Job Corps
7. Migrant & Seasonal Farmworker Program - Pathstones
8. Summer Youth Employment Program - (CWD) - Career Center
9. Jobs Waiting – (CWD) - Career Center
10. Wheels for Work - CWD
11. Sullivan Renaissance Internship Program - CWD

- b. Describe how the local area will ensure continuous improvement of services and service providers.

The WD Board ensures continuous improvement through ongoing communication and monitoring of programs and services. The Center Manager and WDB staff regularly review Career Center services and outcomes and take any necessary corrective action. The past year has seen increased communication on programs and services between WDB staff and external partners, most notably, local training providers. This will continue to improve and grow over the next year as we increase the local business services team and develop a community team focused on employment and training services for individuals with disabilities. The addition of the One Stop System Operator at these and other partner meetings will help to ensure continued progress.

Career Center and partner staff have opportunities to participate in state and federal training webinars and informational conference calls regarding current legislative updates. New ideas and initiatives provide opportunities for discussion and brainstorming.

- c. Describe how eligible providers will meet the employment needs of local businesses, workers, and jobseekers.

New leadership at local training providers has greatly improved the communication and response to the skills and training needs of individual and business customers. This is readily evident in the work that has been accomplished for Hospitality training programs needed for this growing industry.

The expansion of the local business services team this coming year will include representatives of the local training providers. This will provide a mechanism to share and coordinate services in real time and improve the quality, depth and responsiveness in service delivery. In addition, the inclusion of service providers to targeted populations such as ACCES VR and TANF will help to ensure all jobseekers are considered in meeting the workforce needs of the business community.

The changing economic landscape requires that we provide opportunities for all interested residents to access and participate in. Sixty five percent (65%) of County residents are between the ages of 18 – 64. Of that group, 13.5% attest to having a disability and 31% of those are participating in the labor force. In addition to the One Stop System’s Vocational Rehab partner, ACCES VR, there are a number of organizations who provide services to individuals with disabilities, including work supports. Their relationship to the Career Center and local system is informal with collaboration happening on an as needed basis. Similar to business services, the goal is to bring these providers together on a regular basis to further build relationships and improve access and services.

The Board will set the strategy for the regular sharing of labor market information, local demand occupations and industries and identified skill development priorities.

- d. Describe the roles and resource contributions of the Career Center partners.

Sullivan Works One Stop Career Center – WIOA Adult, DW and Youth; TANF; Veterans; Wagner Peyser; UI; Summer Youth Employment Program; Jobs Waiting; Trade Act

Resource contributions to be determined.

Workforce Development and Career Pathways

- a. Describe how the board will facilitate the development of career pathways, including co-enrollment in core programs when appropriate.

The Board looks to align areas of focus with the identified goals of the Hudson Valley Regional Economic Development Council (HVREDC) to ensure jobseekers can take advantage of opportunities throughout the region.

The revitalization of the Hospitality industry prompted the formation of a workforce partner team that has as one of its goals the creation of a Hospitality career pathway. This is under development and when completed the team will focus on the Health and Human Services industry. While the local area is part of the region’s Jobs Waiting program that has a healthcare focus, more attention will be given to the specific needs of local employers in this industry in the coming year.

The Career Center staffs employ a customer driven approach to service delivery. They provide guidance that assists jobseekers in making informed decisions which may include co-enrollment.

- b. Describe how the board will improve access to activities leading to recognized postsecondary credentials.

The board staff works closely with local training providers to improve offerings, sequencing and access. The BOCES, area high schools and SUNY Sullivan have a number of agreements

that provide high school students opportunities to gain college credit prior to graduation.

Center customers receive training information, assistance and guidance from Career Center staff and resources. The board is looking to put more structure around the referral process to ensure that all partners are included and customers know the full range of services available through the system. The board also intends to take this more intentional systemic approach to partner coordination when looking to serve high school dropouts, English language learners, individuals with disabilities, and adults with low math and literacy levels. We will work to make sure that the supports and services are in place that will allow all residents to take advantage of the economic growth that is happening in the county.

- i. Are these credentials transferable to other occupations or industries (“portable”)? If yes, please explain.

This is under development.

- ii. Are these credentials part of a sequence of credentials that can be accumulated over time (“stackable”)? If yes, please explain.

This is under development.

Access to Employment and Services

- a. Describe how the local board and its partners will expand access to employment, training, education, and supportive services for eligible individuals, particularly individuals with barriers to employment.

The board and the partners will look to build upon the current system to better serve all eligible customers, with special emphasis on those individuals who need extraordinary support. This will include encouraging co-enrollment and the sharing of case management services to maximize resources. In addition we will hold cross informing and cross training sessions for all partners to raise awareness of available services and the requisite requirements. Regular partner meetings will provide potential partnered solutions for the most common barriers faced by our customers.

- b. Describe how the local area will facilitate access to services through the One-Stop delivery system, including remote areas, through the use of technology.

We will be developing a basic referral form to be used by partners.

We have established relationships with the library system but they needs to be reinvigorated so workshops and resources materials can be accessed by a more residents.

We encourage the use of Job Zone and Career Zone many areas in the county still have no or limited access to broad band technology. The county continues to incrementally address

the access issues.

The casino and other economic development projects have brought the lack of public transportation to the forefront. The County will soon begin a pilot van pool program and is looking to design a fixed route solution based on the most common work shifts of the largest employers in the three largest towns. The County has applied for additional funds to expand transportation services.

- c. Describe how Career Centers are implementing and transitioning to an integrated technology-enabled intake case management information system.

Self-registration for individuals in the one stop operating system (OSOS) has been possible for the past two years. We will encourage this with all partners. However, ACCES-VR and TANF have their own systems.

This is an issue best dealt with at the State level.

- d. Provide a description and assessment of the type and availability of programs and services provided to adults and dislocated workers in the local area.

All customers that come to the One Stop Center have access to the staffed career center. There they will find computers, fax, phones, copier and printed resources to assist them in their career exploration and job search. There are regularly scheduled monthly workshops on topics such as resume development, interviewing and effective job search. If a customer needs a longer, higher level engagement they can meet with Center staff. The more intensive services include comprehensive assessment, career counseling, skills testing, development of an Individual Employment Plan, and goal setting. In addition a customer may receive basic skills education, HSE, short term pre-vocational training, E-learning, internships, classroom training, and OJT. Training programs includes short term certification programs, longer term certification programs, and two year credentialed college programs.

- e. Describe how workforce activities will be coordinated with the provision of transportation, including public transportation, and appropriate supportive services in the local area.

As a customer's employment plan is developed supportive service are discussed and addressed. Referrals are made for child care and transportation when necessary.

The County has begun addressing the lack of transportation options in the county. There will be a van pool pilot program starting and a fixed route through the three biggest towns will be designed around the shifts of the largest employers in the designated areas. While these will not solve all the transportation needs in the county they begin to address the most common.

- f. **Describe the replicated cooperative agreements** in place to enhance the quality and availability of services to people with disabilities, such as cross training of staff, technical assistance, or methods of sharing information.

We have done cross partner trainings/informational sessions in the past with ACCES-VR

and Independent Living and will continue on a more regular schedule. These sessions will include topics such as partner referral form; access to one stop and partner services; labor laws; and disability etiquette.

The expansion of the business services team to include partners will allow for employer workshops on ADA compliance and dispelling myths around accommodation.

- g. Describe the direction given to the One-Stop System Operator to ensure priority for adult career and training services is given to recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient.

The co-location of the Welfare to Work program operated by the CWD and the services alignment with other CWD programs and NYSDOL programs provides access to public assistance recipients. The One Stop staff are aware of the priority of service categories. As part of the Board monitoring, One Stop System Operator will be providing the Board with quarterly reports on One Stop services and customer cohorts.

- h. Describe how One-Stop System Operators and One-Stop partners will comply with the nondiscrimination requirements of WIOA (section 188), and applicable provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) regarding:

- i. The physical and programmatic accessibility of facilities, programs, and services;

The One Stop Center had an ADA Premise Review on 4/30/2002 and the Center was found to be in compliance. There have been no structural changes made to the space since that review.

- ii. Technology and materials for individuals with disabilities; and

One Stop Center adaptive technology was obsolete and no longer functional. We are researching the appropriate replacement and will be reaching out to partners for assistance in its replacement. There is workforce related literature available.

- iii. Providing staff training and support for addressing the needs of individuals with disabilities.

Cross training previously provided through ACCESS-VR and Independent Living will be provided again. The Board will be creating a work group focused on services for Individuals with Disabilities. This work group will look to better coordinate and improve access to services.

- i. Describe the roles and resource contributions of the One-Stop partners related to the nondiscrimination requirements of WIOA (section 188), and applicable provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.).

We have reached out to partners serving the disabled community for assistance to determine the most appropriate tools as we look to update our resources. Both the NYSDOL and the CWD have onsite EEO Officers.

Business Engagement

- a. What strategies and programs, including training programs, will be used to facilitate engagement of businesses, including small businesses and businesses in in-demand sectors and occupations?

The CWD is a member of the County's Economic Development Team that includes the Partnership for Economic Development, the IDA, County Chamber of Commerce and the County Visitor's Association. The CWD is also a department within the County's Division of Planning. This provides regular contact with both incoming and existing businesses.

Workforce services to the business community have been the responsibility of the CWD/Board Director with job orders handled by NYSDOL staff. This is changing with the hiring of a full time staff person dedicated to business services. In addition, the Board plans to better coordinate the business services provided by partners with the creation of a local business services team.

The local training providers have noncredit and credit bearing trainings for in demand skills and occupations including Health and Human Services and Hospitality. The community college receives an annual allocation of workforce funds from SUNY that can be used to meet the immediate training needs of employers.

- i. If applicable, describe the local area's use of business intermediaries.

N/A

- b. What strategies or services are used to support a local workforce development system that meets the needs of businesses in the local area?

Services that are used to meet the needs of local businesses include job listings, on site recruitments, job fairs, job seeker referrals, OJT, on site visits to determine service needs, LMI, online learning opportunities for employees, referral to economic development resources.

- c. Describe how the local area's workforce development programs and strategies will be coordinated with economic development activities.

The CWD is a member of the County's Economic Development Team that includes the Partnership for Economic Development, the IDA, County Chamber of Commerce and the County Visitor's Association. The CWD is also a department within the County's Division of Planning.

- i. Describe how these programs will promote entrepreneurial skills training and microenterprise services.

Interested individuals are referred to the Economic Development Team member best suited to address their entrepreneurial interests. The Planning Division has a micro enterprise loan program. The CWD is part of that program providing training on hiring, an overview of available services and resources including the OJT program.

- d. Describe how the local board will coordinate its workforce investment activities with statewide rapid response activities.

The NYSDOL provides rapid response services on a regional level. When local workers are impacted the regional team partners with local One Stop staff to provide the services. Services are provided based on the identified needs of individual workers.

Program Coordination

- a. How do the local area’s programs and strategies strengthen the linkages between the One-Stop delivery system and unemployment insurance programs?

The WIOA and Wagner Peyser programs along with other workforce programs are co-located at the Sullivan Works One Stop Career Center and provide comprehensive and seamless services. The awareness of programs by Center staff helps to better match the UI customer with the most appropriate services. Removing barriers to employment as quickly as possible will expedite the re-employment process.

- b. Describe how education and workforce investment activities will be coordinated in the local area. This must include:

- i. Coordination of relevant secondary and postsecondary education programs;

The BOCES and the community college are the local providers of training and education for and are members of the Board’s workforce partners group. They will be integral members of the expanded Business Services Team and will be able to quickly respond to identified needs.

- ii. Activities with education and workforce investment activities to coordinate strategies and enhance services; and

The focus has been on the Hospitality sector and the creation of career pathways, occupational training programs and career readiness programs. Local training providers have developed the noncredit and credit programs to support, adults looking to enter or move up in the Hospitality industry. In addition, the BOCES is pursuing the creation of a Hospitality and Tourism Academy that will provide education and training to interested students from all county high schools.

The Board with CWD is creating Career Readiness training modules that will prepare job seekers with the necessary skills and awareness to succeed in their careers. The goal is for this training to be delivered by Center staff as well as partner staff.

- iii. A description of how the local board will avoid duplication of services.

The Board is clear in its mission to have a customer driven, streamlined and responsive local workforce system. The core partners work to coordinate services and avoid duplication. The work that has been done for the Hospitality career pathways has provided opportunities for that coordination to expand to include additional partners.

The Board, through the One Stop System Operator, is committed to the expansion of coordinated partner services that is streamlined and responsive. The expansion of the business services team and the creation of the working group for individuals with disabilities will improve the communication and coordination among partners. These efforts should result in a significant reduction in duplication of services.

- c. Describe plans, strategies, and assurances concerning the coordination of services provided by the State employment service under the Wagner-Peyser Act (29 U.S.C. 49 et seq.), to improve service delivery and avoid duplication of services.

The Wagner Peyser program is located at the One Stop Center and is a critical partner in Center services. The partnership with the WIOA programs and other Center directed programs has resulted in a streamlined service delivery system within the Center. The Wagner Peyser program is a member of the One Stop consortium. They will be critical to helping the Board in increasing the engagement of other system partners.

- d. Provide a list executed cooperative agreements that define how all local service providers, including additional providers, will carry out the requirements for integration of and access to the entire set of services available in the local Career Center system. This includes agreements between the LWDB and entities that serve individuals eligible under the Rehabilitation Act. If no such agreements exist, provide an explanation why this is the case and/or progress towards executing such agreements.

There is the local workforce system MOU that is in the signature collection stage. There are no separate agreements with the Board. There inter-county agreements between the CWD and the TANF program and the CWD and the Title V program.

Youth Activities

- a. Provide contact details of Youth Point of Contact for your local area:

- i. Name of Youth Point of Contact

Lyle Mincheff

- iv. Title Employment & Training Specialist

- ii. Email Address

lyle.mincheff@co.sullivan.ny.us

- v. Phone

845.807.0604

- iii. Name of Organization

Center for Workforce Development

- vi. Address

Sullivan Works One Stop Center
50 North St, Monticello, NY 12701

b. Provide the number of planned enrollments in PY 2017 for:

i. Out-of-School Youth

20

iii. Carry-Over In-School Youth

0

ii. New In-School Youth

0

iv. Work Experience

5

*Please note that PY 2017 enrollments will provide the baseline estimate for the remaining three years of the Plan.

c. Who provides the WIOA Youth Program Design Framework, which includes Intake and Eligibility, Objective Assessment, and the Individual Service Strategy (ISS)?

The Center for Workforce Development provides the services under the WIOA Youth Program Design Framework.

i. Describe how career pathways is included in the ISS.

Through the development of the ISS a youth is assisted in exploring career interests, setting goals and action plans. This is accomplished through case management support, Career Zone and accessing exploration resources in the Career Center. It is only in the past two years that the local area has begun the creation of more formal career pathways starting with the Hospitality industry. As the pathway design progresses it is anticipated that it will impact how the ISS is structured and used as a tool.

d. In Attachment G, Youth Services, located on the NYSDOL website at <https://labor.ny.gov/workforcenypartners/wioa/workforce-planning.shtm> under the Local Planning section, identify the organization providing the 14 Youth Program Elements and whether the provision of each element is contractual, with a Memorandum of Agreement (MOA), or provided by the LWDB.

e. Explain how providers and LWDB staff ensure the WIOA elements:

i. Connect back to the WIOA Youth Program Design Framework, particularly Individual Service Strategies; and

The CWD is responsible for intake, eligibility and ISS development and ensure that all services received support the ISS and are entered into the OSOS.

ii. Are made available to youth with disabilities.

Youth with disabilities has access to all services. The Board is looking to increase outreach to these young people through the Board's workgroup.

- f. Identify successful models for youth services.

The successful model that is used provides individual service within a framework of assessment, goals and support identification, ISS development, and intensive case management services. Regular contact, responsiveness and support that includes flexibility in service delivery provides the opportunity for youth to be successful.

- g. If you plan to serve In-School Youth (ISY) and/or Out-of-School Youth (OSY), using the “Needs Additional Assistance” criteria, please attach a policy that defines reasonable, quantifiable, and evidence based specific characteristics of youth needing additional assistance.

The Board has approved the following definition of “Requires Additional Assistance” that best addresses the needs of young people in Sullivan County.

Requires Additional Assistance (Out of School Youth Only) (WIOA section 681.300)

An individual (including a youth with a disability) who requires additional assistance to enter or complete an educational program, or to secure and hold employment is locally defined by the Sullivan Workforce Development Board as a low income youth who has been determined to demonstrate any of the following behaviors:

- (a) Chronic absenteeism and truancy from school;*
- (b) Chronic underachievement in school;*
- (c) Chronic behavior or legal offenses;*
- (d) Physical, mental, social/developmental immaturity or impairment or disability;*
- (e) Lack of occupational skills/goals; or*
- (f) Victim of physical/sexual/psychological abuse and or neglect.*

Additional indicators of need are:

- (g) Youth who are not currently served by other programs within the community;*
- (h) Youth who are living with adults who are substance abusers; or*
- (i) Chronic absenteeism from employment*

Administration

- a. Identify the entity responsible for the disbursal of grant funds as determined by the Chief Elected Official or Governor.

The County of Sullivan

- b. Describe the competitive process to be used to award sub grants and contracts for WIOA Title I activities in the local area.

The County has determined that the Center for Workforce Development will provide all WIOA Adult and DW services. There are youth services that have been competitively procured.

- c. Provide the local levels of performance negotiated with the Governor and Chief Elected Official 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 (when applicable), eligible providers, and the One-Stop delivery system, in the local area.

A request for negotiations of performance measures was submitted to NYSDOL on May 12, 2017. On June 28, 2107 NYSDOL responded that negotiations would take place once data became available.

- d. Describe the actions taken toward becoming or remaining a high-performing board, consistent with factors developed by the SWIB. A board will be defined as high performing if it meets the following criteria:

- i. The board is certified and in membership compliance;
- ii. All necessary governance actions and items have been accomplished, including executing a local MOU, selecting a One-Stop System Operator, and implementing all required local policies, etc.;
- iii. All One-Stop Career Centers in the LWDA have achieved at least an 80% score in the Career Center Certification process; and
- iv. The LWDA meets or exceeds all performance goals.

The Workforce Development Board of Sullivan Inc. is certified and in in membership compliance. The MOU has been approved by the requisite NYS agencies and is ready for other partner signatures. The One Stop System Operator has been selected and the agreement has been signed. All required policies and procedures are in place and /or under annual review. The Center certifications will be under taken once guidance from NYSDOL is issued.

Training Services

- a. Describe how training services will be provided in the local area.

Training services will be provided based on WIOA priority of service. Eligible customers will have electronic access to the NYS Eligible Training Provider List (ETPL) and the Regional Priority Occupation List and, together with the CWD Specialist will make an informed choice of suitable, appropriate training.

- b. Describe how contracts will be coordinated with the use of ITAs.

The ITA's are used to support training available to the public so there are no contracts with local training providers. Once a training program is determined, an ITA Request for Approval is sent to the One Stop Manager. A voucher is then sent to the training provider and returned to the CWD for processing through the County system.

- c. Describe how the local board will ensure informed customer choice in the selection of training programs regardless of how training services are provided.

Customer choice is one of the Board's foundation principles. The One Stop Center staff operates from this perspective when providing services. As a customer develops their plan of action they are provided the demand occupation list, have access to labor market information and when appropriate, have an opportunity to job shadow. All steps are taken to ensure the customer is making the most informed choice for their goals.

Public Comment

- a. Describe the process used by the local board to provide a 30-day opportunity for public comment and input into development of the plan by representatives of business, labor organizations, and education prior to submission.

A legal notice was published in the Sullivan County Democrat. The plan has been posted on the County website.

- b. Did the NYSDOL State Representative review the plan before submission? If no, please submit to your State Representative for review prior to posting for public comment.

Submitted November 27, 2017.

List of Attachments:

Please complete all attachments.

Attachment A – Units of Local Government

Attachment B – Fiscal Agent

Attachment C – Signature of Local Board Chair

Attachment D – Signature of Chief Elected Official(s)

Attachment E – Federal and State Certifications

Attachment F – Youth Services Chart

Attachment G – Local Plan Budget 2017

Original signature pages (Attachments C, D, E, and F) must be delivered to NYSDOL in one of the following two ways:

- Electronic signature (if the board has the capability for it) – Note that electronic signature must follow the requirements and guidelines of the Electronic Signature and Records Act (ESRA). Further information on ESRA standards and requirements can be found at <https://its.ny.gov/nys-technology-law#art3>. Boards choosing to submit signature pages via electronic signature may submit these pages via email with the Local Plan.
- Mail original versions – Hard copies of traditional signature pages may be sent to:

Attn: Local Plan
New York State Department of Labor
Division of Employment and Workforce Solutions
Building 12 – Room 440
W. Averell Harriman Office Building Campus
Albany, New York 12240

All other attachments must be submitted along with the LWDB Local Plan Template via email.

In addition to these attachments, LWDBs must provide copies of the agreements listed in the Program Coordination section of this template under (d). If possible, it would be preferable to provide a list of hyperlinks to these agreements made available on your LWDB website.

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 WIOA pursuant to WIOA § 107, 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
Sullivan County Center for Workforce Development	X
	<input type="checkbox"/>

§107(6)(B)(i) - When a local workforce area is composed of more than one unit of general local government, the chief elected officials of such units may execute an agreement that specifies the respective roles of the individual 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 N/A

Attachment B: Fiscal Agent

WIOA §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 identified a fiscal agent to assist in the administration of grant funds, please provide the name of the agent.

Fiscal Agent

ATTACHMENT C: SIGNATURE OF LOCAL BOARD CHAIR

**Workforce Innovation and Opportunity Act (WIOA) Local Plan for
Program Year 2017-2018, for WIOA Title 1-B
and Wagner-Peyser Programs**

In compliance with the provisions of the Workforce Innovation and Opportunity Act of 2014, 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 submission;
- 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; and
- Affirm that the board, including any staff to the board, will not directly provide any career services unless approved to do so by the Chief Elected Official and the Governor.

Date:	11/27/17	Signature of Local Board Chair
Mr. <input checked="" type="checkbox"/>		Typed Name of Local Board Chair: Robert Green
Ms. <input type="checkbox"/>		
Other <input type="checkbox"/>		
Name of Board:	Workforce Development Board of Sullivan Inc	
Address 1:	100 North Street	
Address 2:		
City:	Monticello	
State:	New York	Zip: 12766
Phone:	845.807.0385	E-mail: rsgreen_rgtruck@hotmail.com

Submission directions: Complete this attachment as part of the Plan development process and submit it, with original signatures, as described in the Local Plan Template.

ATTACHMENT D: SIGNATURE OF CHIEF ELECTED OFFICIAL(S)

**Workforce Innovation and Opportunity Act (WIOA) Local Plan for
Program Year 2017-2018, for WIOA Title 1-B
and Wagner-Peyser Programs**

In compliance with the provisions of the Workforce Innovation and Opportunity Act of 2014, 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 §679.420 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 submission;
- Affirm that the Chair of the Local Board was duly elected by that board; and
- Affirm that the board, including any staff to the board, will not directly provide any career services unless approved to do so by the Chief Elected Official and the Governor.

Note: A separate signature sheet is required for each local Chief Elected Official (CEO). If additional pages are necessary, please replicate this document for each CEO.

Date:	11/27/17	Signature of Local Chief Elected Official (CEO): 	
Mr.	<input checked="" type="checkbox"/>	Typed Name of Local CEO: Luis Alvarez	
Ms.	<input type="checkbox"/>		
Other	<input type="checkbox"/>		
Title of Local CEO:	Chairman		
Address 1:	Sullivan County Legislature		
Address 2:	100 North Street		
City:	Monticello		
State:	New York	Zip: 12701	
Phone:	845.807.0435	E-mail: luis.alvarez@co.sullivan.ny.us	
Are you the Grant Recipient CEO? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			

Submission directions: Complete this attachment as part of the Plan development process and submit it, with original signatures, as described in the Local Plan Template.

Bidder Organization Name:

ATTACHMENT E: FEDERAL AND STATE CERTIFICATIONS

The funding for the awards granted under this contract is provided by the United States Department of Labor 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.
3. The prospective lower tier participant shall pass the requirements of A.1. and A.2., above, to each person or entity with whom the participant enters into a covered transaction at the next lower tier.

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 an agency, a Member of Congress, 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.**

Bidder Organization Name:

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 94, 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 must be maintained at your office and available for Federal inspection.

D. NONDISCRIMINATION & EQUAL OPPORTUNITY ASSURANCE

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

(1) Proposed Section 188 of the Workforce Innovation and Opportunity Act of 2014 (WIOA) 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 WIOA 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 proposed 29 CFR Part 38 and all other regulations implementing the laws listed above. This assurance applies to the grant applicant's operation of the WIOA Title I - financially assisted program or activity, and to all agreements the grant applicant makes to carry out the WIOA 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.

E. BUY AMERICAN NOTICE REQUIREMENT

The grant applicant assures that, to the greatest extent practicable, all equipment and products purchased with funds made available under the Workforce Innovation and Opportunity Act will be American made. See proposed WIOA Section 502 – Buy American Requirements.

F. SALARY AND BONUS LIMITATIONS

In compliance with Public Laws 110-161, none of the federal funds appropriated in the Act under the heading 'Employment and Training' shall be used by a subrecipient of such funds to pay the salary and bonuses of an individual, either as direct costs or indirect costs, at a rate in excess of Executive Level II. This limitation shall not apply to vendors providing goods and services as defined in OMB Circular A-133.

Bidder Organization Name:

See Training and Employment Guidance Letter number 5-06 for further clarification. Where applicable, the grant applicant agrees to comply with the Salary and Bonus Limitations.

G. VETERANS' PRIORITY PROVISIONS

Federal grants for qualified job training programs funded, in whole or in part, by the U.S. Department of Labor are subject to the provisions of the "Jobs for Veterans Act" (JVA), Public Law 107-288 (38 USC 4215). The JVA provides priority of service to veterans and spouses of certain veterans for the receipt of employment, training, and placement services. Please note that to obtain priority service, a person must meet the program's eligibility requirements. Training and Employment Guidance Letter (TEGL) No. 10-09 (November 10, 2009) and Section 20 of the Code of Federal Regulations (CFR) Part 1010 (effective January 19, 2009) provide general guidance on the scope of the veterans priority statute and its effect on current employment and training programs. Where applicable, the grant applicant agrees to comply with the Veteran's Priority Provisions.

STATE CERTIFICATIONS

H. 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 principal or executive officer of the contractor's/vendor's company, its subcontractor(s) and/or successor(s) is presently suspended or debarred;
- (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; and
- (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.

I. 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 X No

If Yes:

Bidder Organization Name:

(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

J. 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.

K. IRAN DIVESTMENT ACT

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, Bidder/Contractor (or any assignee) certifies that it is not on the "Entities Determined To Be Non-Responsive Bidders/Offerers Pursuant to The New York State Iran Divestment Act of 2012" list ("Prohibited Entities List") posted on the OGS website at: <http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf> and further certifies that it will not utilize on such a Contract any subcontractor that is identified on the Prohibited Entities List. Additionally, Bidder/Contractor is advised that should it seek to renew or extend a Contract awarded in response to the solicitation, it must provide the same certification at the time the Contract is renewed or extended.

During the term of the Contract, should Labor receive information that a person (as defined in State Finance Law §165-a) is in violation of the above-referenced certifications, Labor will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the Act within 90 days after the determination of such violation, then Labor shall take such action as may be appropriate and provided for by law, rule, or contract, including, but not limited to, seeking compliance, recovering damages, or declaring the Contractor in default.

Department reserves the right to reject any request for renewal, extension, or assignment for an entity that appears on the Prohibited Entities List prior to the renewal, extension, or assignment of the Agreement, and to pursue a responsibility review with Contractor should it appear on the Prohibited Entities List hereafter.

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.

Bidder Organization Name:

Signature of Authorized Representative:	
Title: Director	
Date: November 27, 2017	

Training and participants recorded for Single-County/One-Stop LWDA's

LWDA: 79
County of Sullivan

County/One-Stop Name:		Total PY 2016 Training reported															
County of Sullivan		Adult						Dislocated Worker						Youth			
Training Type	Total Expenditures	# Participants in Training			Expenditures			# Participants in Training			Expenditures			# Participants in Training		Expenditures	
		Carry In	New	25	PY15 Carry In Formula funds	PY16 Formula Funds	Non-WIOA Funding	Carry In	New	2	PY15 Carry In Formula funds	PY16 Formula Funds	Non-WIOA Funding	Carry In	New	3	PY15 Carry In Formula funds
ITA	\$ 76,917.91	4	25		\$ 8,000.00	\$ 55,626.00	\$ -	1	2	\$ 2,400.00	\$ 220.00	\$ -	1	3	\$ 3,000.00	\$ 7,671.91	\$ -
OJT	\$ 27,117.95	1	5		\$ 5,800.00	\$ 21,317.95	\$ -	0	0	\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -
Customized	\$ -	0	0		\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -
Incumbent Worker (20% max)	\$ -	0	0		\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -
Transitional Jobs (10% max)	\$ -	0	0		\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -
Pay for Performance (10% max)	\$ -	0	0		\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -
Contracted Services	\$ 56,864.50	0	0		\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	0	36	\$ -	\$ 56,864.50	\$ -
Total	\$ 160,900.36	5	30		\$ 13,800.00	\$ 76,943.95	\$ -	1	2	\$ 2,400.00	\$ 220.00	\$ -	1	39	\$ 3,000.00	\$ 64,536.41	\$ -

County/One-Stop Name:		PY 2017 Training Projection															
County of Sullivan		Adult						Dislocated Worker						Youth			
Training Type	Total Expenditures	# Participants in Training			Expenditures			# Participants in Training			Expenditures			# Participants in Training		Expenditures	
		Carry In	New	30	PY16 Carry In Formula funds	PY17 Formula Funds	Non-WIOA Funding	Carry In	New	4	PY16 Carry In Formula funds	PY17 Formula Funds	Non-WIOA Funding	Carry In	New	8	PY16 Carry In Formula funds
ITA	\$ 191,850.07	11	30		\$ 26,802.00	\$ 120,000.00	\$ -	0	4	\$ 3,954.16	\$ 12,000.00	\$ -	2	8	\$ 5,093.91	\$ 24,000.00	\$ -
OJT	\$ 35,000.00	0	6		\$ -	\$ 35,000.00	\$ -	0	0	\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -
Customized	\$ -	0	0		\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -
Incumbent Worker (20% max)	\$ -	0	0		\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -
Transitional Jobs (10% max)	\$ -	0	0		\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -
Pay for Performance (10% max)	\$ -	0	0		\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -
Contracted Services	\$ 74,718.30	0	0		\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	5	40	\$ 11,535.50	\$ 63,182.80	\$ -
Total	\$ 301,568.37	11	36		\$ 26,802.00	\$ 155,000.00	\$ -	0	4	\$ 3,954.16	\$ 12,000.00	\$ -	7	48	\$ 16,629.41	\$ 87,182.80	\$ -