



**City of Santa Ana**  
**20 Civic Center Plaza, Santa Ana, CA 92701**  
**Staff Report**  
**May 2, 2023**

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**TOPIC:** Master Agreement with Eligible Training Provider List (ETPL) Vocational Schools

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**AGENDA TITLE**

Master Agreement with Qualified Schools to Provide Vocational Training with Federal Workforce Innovation and Opportunity Act (WIOA) and Orange County Social Services Grant Funds for Fiscal Year 2023-24 through Fiscal Year 2026-27(Non-General Fund)

**RECOMMENDED ACTION**

1. Authorize the City Manager to execute a master agreement, for a total aggregate amount not to exceed \$2,765,820 payable from federal Workforce Innovation and Opportunity Act and Orange County Social Services grant funds, for a four-year period expiring June 30, 2027, with a school or training provider listed on the State Employment Training Provider List (ETPL), to deliver occupational skills training on an as needed basis to unemployed and low-income individuals, subject to non-substantive changes approved by the City Manager and City Attorney.
2. Approve schools and training programs listed on the State of California's Eligible Training Provider List to be used on an as needed basis to provide occupational training under the guidelines of the Workforce Innovation and Opportunity Act.

**DISCUSSION**

The federal Workforce Innovation and Opportunity Act (WIOA) grant assists job seekers with employment, education, vocational training, and support services to succeed in the labor market. Funding under WIOA is used to assist program participants to access career training through the Eligible Training Provider List (ETPL), which is a list of state-approved schools and their training programs. In order to be placed on the ETPL, schools must meet several rigorous State requirements including approval by the State Bureau for Private Post-Secondary Education, and be accredited by the Western Accrediting Commission for Schools. A sample of the ETPL is attached for reference (Exhibit 1). Participants can select from the list of approved programs that meet their needs.

As required by State regulations, Local Workforce Development Boards must identify eligible schools that are qualified to receive funds to train job seekers and low-income adults. The State-approved ETPL includes relevant performance, cost information, and presented in a way that is easily understood to maximize informed consumer choice.

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Adopting the ETPL will serve as an important tool for participants seeking training to identify all relevant information including training in high demand occupations. Training providers are typically vocational schools that include private trade schools, local community colleges, and non-profit organizations. WORK Center staff will work with area schools to enter into an agreement with the city in order to receive student referrals (Exhibit 2). The average amount of each training voucher issued ranges between \$5,000 and \$7,000. Based on annual grant awards, staff is projecting that 100-130 individuals will have the training costs covered annually.

The Orange County Social Services Vocational Training grant, funded through the California Work Opportunity and Responsibility to Kids (CalWORKs) Act of 1997, provides funding for the basic needs of families with children. An important component of CalWORKs allows for the provision of employment services for parents. Head of households are provided job-training services to help families upgrade job skills with the ultimate goal of self-sufficiency.

WORK Center staff provide guidance, academic assessment, support, and motivation to CalWORKs participants that seek training. Using either WIOA funding or Social Services grant funding, job seekers, recently laid off, and/or low-income adults who meet grant requirements, are provided a voucher to attend a vocational school on the ETPL.

## **FISCAL IMPACT**

The current fiscal year funding is available in the FY 2022-23 budget and future fiscal year funding will be included in the proposed budgets for City Council consideration.

<b>Fiscal Year</b>	<b>Accounting Unit – Account #</b>	<b>Fund Description</b>	<b>Accounting Unit, Account Description</b>	<b>Amount</b>
FY 22-23 (May – June)	12318XXX-69138	Workforce Innovation & Opportunity Act	One Stop Adult, Dislocated Worker, WIOA Youth	\$263,160
FY 22-23 (May – June)	12418737-69138	Orange County Grants	SSA VT WEX, Payment-Training Portion	\$96,860
FY 23-24 (June – July)	12318XXX-69138	Workforce Innovation & Opportunity Act	One Stop Adult, Dislocated Worker, WIOA Youth	\$362,360
FY 23-24 (June – July)	12418737-69138	Orange County Grants	SSA VT WEX, Payment-Training Portion	\$239,090
FY 24-25 (June – July)	12318XXX-69138	Workforce Innovation & Opportunity Act	One Stop Adult, Dislocated Worker, WIOA Youth	\$362,360
FY 24-25 (June – July)	12418737-69138	Orange County Grants	SSA VT WEX, Payment-Training Portion	\$239,090
FY 25-26 (June – July)	12318XXX-69138	Workforce Innovation & Opportunity Act	One Stop Adult, Dislocated Worker, WIOA Youth	\$362,360
FY 25-26 (June – July)	12418737-69138	Orange County Grants	SSA VT WEX, Payment-Training Portion	\$239,090

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FY 26-27 (June – April)	12318XXX-69138	Workforce Innovation & Opportunity Act	One Stop Adult, Dislocated Worker, WIOA Youth	\$362,360
FY 24-25 (June – April)	12418737-69138	Orange County Grants	SSA VT WEX, Payment- Training Portion	\$239,090
			<b>Total Contract Amount</b>	<b>\$2,765,820</b>

**EXHIBIT(S)**

1. Eligible Training Provider List
2. Master Agreement Template

Submitted By: Michael L. Garcia, Executive Director of Community Development

Approved By: Kristine Ridge, City Manager