

**PROSPER PORTLAND**

Portland, Oregon

**RESOLUTION NO. 7544**

**AUTHORIZING A SUBRECIPIENT AGREEMENT WITH WORKSYSTEMS, INC., TO IMPLEMENT ECONOMIC OPPORTUNITY INITIATIVE YOUTH AND ADULT WORKFORCE DEVELOPMENT SERVICES DURING FISCAL YEAR 2024-25**

**WHEREAS**, since July 2009, the City of Portland (“City”) has provided Prosper Portland with resources to administer the Economic Opportunity Initiative (“EOI”), which includes adult and youth workforce development programs aimed at low-income individuals with barriers to employment;

**WHEREAS**, Worksystems, Inc. (“Worksystems”) is a non-profit organization that under the federal Workforce Innovation and Opportunity Act of 2014 coordinates workforce development programs in Multnomah and Washington counties;

**WHEREAS**, in 2012, Prosper Portland and Worksystems collaborated on the design of a youth workforce development system that combined Prosper Portland and Worksystems’ youth workforce development programs into a single program;

**WHEREAS**, in 2013, Prosper Portland and Worksystems collaborated on the design of an adult workforce development system, known as the Economic Opportunity Program (“EOP”), that was informed by input from existing adult workforce development providers and other interested entities and individuals, and aligns the Prosper Portland and Worksystems adult workforce development programs;

**WHEREAS**, the EOP, which is administered by Worksystems with funding, input, and oversight from Prosper Portland, provides high-quality, individually tailored workforce development services to low-income adults with barriers to employment;

**WHEREAS**, in spring 2022, Worksystems, in partnership with Prosper Portland, released a Request for Proposals (“RFP”) for the youth workforce program known as NextGen;

**WHEREAS**, NextGen, which is administered by Worksystems with funding, input, and oversight from Prosper Portland, provides high-quality, individually tailored workforce development services to low-income disconnected youth;

**WHEREAS**, in spring 2024, Worksystems, in partnership with Prosper Portland, released an RFP for the EOP and providers selected through the RFP will begin service delivery in July 2024; and

**WHEREAS**, Prosper Portland anticipates receiving \$2,529,086 in City General Funds, federal Community Development Block Grant funds, and Enterprise Zone funds for workforce development in fiscal year (“FY”) 2024-25.

**NOW, THEREFORE, BE IT RESOLVED**, that the Prosper Portland Board of Commissioners (“Board”) hereby authorizes the Executive Director to enter into a Subrecipient Agreement with Worksystems that is substantially consistent with the Term Sheet attached as Exhibit A to this Resolution for up to \$2,529,086 for the purpose of implementing and managing the EOI adult and youth workforce development services (“Subrecipient Agreement”);

**BE IT FURTHER RESOLVED**, that the Prosper Portland Board hereby authorizes the Executive Director to execute amendments to the Subrecipient Agreement up to an additional \$500,000 as needed and only if such additional funding becomes available;

**BE IT FURTHER RESOLVED**, that the Executive Director may approve changes to and amendments of the Subrecipient Agreement prior to and subsequent to execution, so long as such changes do not materially increase Prosper Portland’s risks or obligations, as determined by the Executive Director in consultation with General Counsel; and

**BE IT FURTHER RESOLVED**, that with the affirmative vote of no less than four commissioners for this resolution, this resolution will become effective immediately upon its adoption, and otherwise it will take effect thirty days after adoption.

Adopted by the Prosper Portland Commission on July 10, 2024



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Pam Feigenbutz, Recording Secretary

**TERM SHEET**

**Resolution**

Authorizing a subrecipient agreement with Worksystems, Inc. (Worksystems), to implement economic opportunity initiative youth and adult workforce development services during fiscal year 2024-25

**Prior subrecipient agreements between Prosper Portland and Worksystems**

In FY 2009-10 the EOI program was transferred to Prosper Portland from the former Bureau of Housing and Community Development (now Portland Housing Bureau). The program is managed by Prosper Portland’s Entrepreneurship and Community Economic Development team in the Economic Development Department. Historically, each fiscal year, the Prosper Portland Board authorizes the subrecipient agreement between Prosper Portland and Worksystems.

**Summary of Proposed FY 2024-25 Worksystems subrecipient agreement**

The proposed agreement will be similar in form to previous subrecipient agreement entered into between Prosper Portland and Worksystems, with updates as are mutually agreeable. The proposed agreement will include three scopes of work, as follows:

- Key Features of the NextGen Program (youth)
- Key Features of the Economic Opportunity Program (adult)

Prosper Portland will manage the youth and adult workforce development programs through contracts to Worksystems, which will implement the two programs in coordination with its other workforce services. The scopes of work will detail service delivery goals and performance measures for each workforce program.

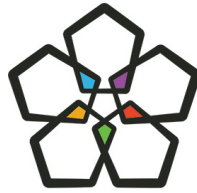
**Budget and Financial Information**

Prosper Portland anticipates receiving \$2,529,086 in City of Portland General Funds, federal Community Development Block Grant (CDBG) funds, and Enterprise Zone funds for workforce development in FY 2024-25 and further anticipates allocating the budget as outlined in the table below. Budgets may be modified to ensure appropriate delivery of services and program goals.

	<b>General Fund</b>	<b>CDBG</b>	<b>Enterprise Zone</b>	<b>Total</b>
<b>Total Resources</b>	<b>\$ 833,222</b>	<b>\$ 1,597,824</b>	<b>\$ 98,040</b>	<b>\$ 2,529,086</b>
Adult Workforce Development	\$ 226,930	\$ 798,912	\$ 49,020	\$ 1,074,862
Youth Workforce Development	\$ 226,930	\$ 798,912	\$ 49,020	\$ 1,074,862
Personnel Services	\$ 170,000			\$ 170,000
Materials and Services	\$ 58,358			\$ 58,358
Indirect	\$ 151,005			\$ 151,005

**List of anticipated FY 2023-24 workforce development service providers**

<b>Provider</b>	<b>Adult Workforce</b>	<b>Youth Workforce</b>
Central City Concern	X	
Immigrant and Refugee Community Organization	X	X
New Avenues for Youth		X
Our Just Future	X	
Portland Opportunities Industrialization Center		X
Portland Community College		X
Portland Youth Builders		X
SE Works	X	
Trash for Peace	X	
Worksystems	X	X



**PROSPER  
PORTLAND**  
Building an Equitable Economy

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**RESOLUTION TITLE:**

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Adopted by the Prosper Portland Commission on July 10, 2024

PRESENT FOR VOTE	COMMISSIONERS	VOTE		
		Yea	Nay	Abstain
<input checked="" type="checkbox"/>	Chair Gustavo J. Cruz, Jr.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Commissioner Marcelino J. Alvarez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Commissioner Felisa Hagins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Commissioner Michi Slick	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Commissioner Serena Stoudamire Wesley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> <b>Consent Agenda</b>		<input type="checkbox"/> <b>Regular Agenda</b>		

**CERTIFICATION**

**The undersigned hereby certifies that:**

*The attached resolution is a true and correct copy of the resolution as finally adopted at a Board Meeting of the Prosper Portland Commission and as duly recorded in the official minutes of the meeting.*

	<b>Date:</b>  July 15, 2024
<b>Pam Feigenbutz, Recording Secretary</b>	