

PROSPER PORTLAND

Portland, Oregon

RESOLUTION NO. 7492

AUTHORIZING A SUBRECIPIENT AGREEMENT WITH WORKSYSTEMS, INC., TO IMPLEMENT ECONOMIC OPPORTUNITY INITIATIVE YOUTH AND ADULT WORKFORCE DEVELOPMENT SERVICES AND COMMUNITY WORKFORCE NAVIGATOR PROGRAM DURING FISCAL YEAR 2023-24

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 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 system;

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, the Community Workforce Navigator Program (“Navigator Program”) began in 2015 as a way to ease access to appropriate workforce development services and ultimately to increase the incomes of low-income residents so they can afford to stay in their neighborhoods as housing costs rise due to an increasingly strong market;

WHEREAS, Prosper Portland piloted the Navigator Program in the Our 42nd Avenue and Cully Boulevard Alliance Neighborhood Prosperity Network (“NPN”) neighborhoods and has seen that the hands-on, community-based workforce navigator approach better connects services to those who need it;

WHEREAS, the Navigator Program has since been expanded to include the Jade District, Division Midway Alliance, Rosewood Initiative, Historic Parkrose, and St. Johns NPN districts;

WHEREAS, in order to streamline processing and incorporate additional workforce supports, the Navigator Program will be implemented through a sub-grant from Worksystems to community-based workforce providers;

WHEREAS, in May 2022, Worksystems, in partnership with Prosper Portland, released a Request for Proposals for the youth workforce system 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; and

WHEREAS, Prosper Portland anticipates receiving \$3,310,494 in City of Portland General Funds, federal Community Development Block Grant funds, and Enterprise Zone funds for workforce development in fiscal year (“FY”) 2023-24.

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 \$3,310,494 for the purpose of implementing and managing the EOI adult and youth workforce development services and the community workforce navigator program (“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 12, 2023



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 and community workforce navigator program during fiscal year 2023-24.

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 2023-24 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)
- Key features of the Community Workforce Navigator

Each scope of work will detail service delivery goals and performance measures for each workforce program, including the following:

- 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.
- Worksystems will continue to administer the Community Workforce Navigator Program through sub-grants to Worksource Portland Metro (WSPM) and community-based providers. The community-based workforce program will focus on connecting under- and unemployed residents, low-income residents, and/or limited English speakers to employment opportunities. The agreement will include funding for 5 FTE focused on serving Our 42nd Ave, Cully Boulevard Alliance, Jade District, Division Midway Alliance, Rosewood Initiative, Parkrose and St. Johns NPN neighborhoods.
- Worksystems will pilot two direct hire full-time navigators through a sub-grant with the Rosewood Initiative and Division Midway Alliance NPN districts.
- The Community Workforce Navigator program will include one full-time navigator focused on connecting local job seekers to employment and high-growth jobs in the manufacturing industry

Budget and Financial Information

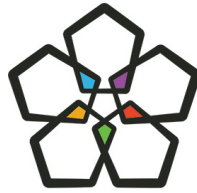
- Prosper Portland anticipates receiving \$3,310,494 in City of Portland General Funds, federal Community Development Block Grant (CDBG) funds, and Enterprise Zone funds for workforce

development in FY 2023-24 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.

	General Fund	CDBG	Enterprise Zone	Total
Total Resources	\$ 1,354,000	\$ 1,727,494	\$ 229,000	\$ 3,310,494
Adult Workforce Development	\$ 331,417	\$ 746,514		\$ 1,077,931
Youth Workforce Development	\$ 425,045	\$ 804,265		\$ 1,229,310
Community Navigator Program	\$ 101,805	\$ 176,715	\$ 229,000	\$ 507,520
Personnel Services	\$ 180,000			\$ 180,000
Materials and Services	\$ 106,224			\$ 106,224
Indirect	\$ 209,509			\$ 209,509

List of anticipated FY 2023-24 workforce development service providers

Provider	Adult Workforce	Youth Workforce	Workforce Navigator
Central City Concern	X		
Division Midway Alliance			X
Immigrant and Refugee Community Organization	X	X	
New Avenues for Youth		X	
Oregon Tradeswomen / Constructing Hope	X		
Our Just Future	X		
Portland Opportunities Industrialization Center		X	
Portland Community College		X	X
Portland Youth Builders		X	
Rosewood Initiative			X
SE Works	X		X
Urban League			X
Worksystems	X	X	X



**PROSPER
PORTLAND**
Building an Equitable Economy

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RESOLUTION TITLE:

AUTHORIZING A SUBRECIPIENT AGREEMENT WITH WORKSYSTEMS, INC., TO IMPLEMENT ECONOMIC OPPORTUNITY INITIATIVE YOUTH AND ADULT WORKFORCE DEVELOPMENT SERVICES AND COMMUNITY WORKFORCE NAVIGATOR PROGRAM DURING FISCAL YEAR 2023-24


Adopted by the Prosper Portland Commission on July 12, 2023

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 William Myers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Commissioner Peter Platt	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Commissioner Sam Rodriguez	<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"/> Consent Agenda <input type="checkbox"/> Regular Agenda				

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.

	<p>Date:</p> <p>July 13, 2023</p>
<p>Pam Feigenbutz, Recording Secretary</p>	