



Illinois
Department of Commerce
& Economic Opportunity
 Bruce Rauner, Governor

Uniform Application for State Grant Assistance		
Agency Completed Section		
1.	Type of Submission	<input type="checkbox"/> Pre-application <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed / Corrected Application
2.	Type of Application	<input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation (i.e. multiple year grant) <input type="checkbox"/> Revision (modification to initial application)
3.	Date / Time Received by State	<i>Completed by State Agency upon Receipt of Application</i>
4.	Name of the Awarding State Agency	Department of Commerce and Economic Opportunity
5.	Catalog of State Financial Assistance (CSFA) Number	420-30-75
6.	CSFA Title	WIOA Statewide Activities
Catalog of Federal Domestic Assistance (CFDA) <input type="checkbox"/> Not applicable (No federal funding)		
7.	CFDA Number	17.259
8.	CFDA Title	WIA/WIOA Youth Activities
9.	CFDA Number	
10.	CFDA Title	
	CFDA Number	
	CFDA Title	
Funding Opportunity Information		
11.	Funding Opportunity Number	75-216



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12.	Funding Opportunity Title	WIOA Statewide Activities
13.	Funding Opportunity Program Field	Apprenticeship Plus Youth Program
Competition Identification <input checked="" type="checkbox"/> Not Applicable		
14.	Competition Identification Number	N/A
15.	Competition Identification Title	N/A
Submitting an Application		
16.	How to submit an application	Applications must be received no later than 5:00 p.m. on April 17, 2017. Applications will be date and time-stamped upon receipt via email. The Department will not accept applications submitted by mail, overnight mail, diskette, or by fax machine. Submit the completed grant proposal to grantapplication@illinoisworknet.com and submit the proposal electronically on or before April 17, 2017 at 5:00 p.m.
<u>Required Information</u>		
17.	To be considered complete, your application must include:	Signed Application Executive Summary Technical Proposal Resumes of Program Staff Partnership Agreements and/or Memorandum of Understanding Budget Proposal



**Illinois
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& Economic Opportunity**

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Applicant Completed Section		
Applicant Information		
18.	Legal Name	City of Peoria
19.	Common Name (DBA)	City of Peoria
20.	Employer / Taxpayer Identification Number (EIN, TIN)	37-601761
21.	Organizational DUNS number	071435150 <i>(9 digit numerical)</i>
22.	SAM Cage Code	3M2E7
23.	Business Address	419 Fulton Street Peoria, IL 61602 -1291
Applicant's Organizational Unit		
24.	Department Name	City Manager's Office
25.	Division Name	Innovation Team
Applicant's Name and Contact Information for Person to be Contacted for <i>Program</i> Matters involving this Application		
26.	First Name	Kate
27.	Last Name	Green
28.	Suffix	
29.	Title	Project Manager
30.	Organizational Affiliation	City of Peoria
31.	Telephone Number	(309)494-8555



**Illinois
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32.	Fax Number	(309)494-8556
33.	Email address	kgreen@peoriagov.org
Applicant's Name and Contact Information for Person to be Contacted for <u>Business/Administrative Office</u> Matters involving this Application		
34.	First Name	Anthony
35.	Last Name	Corso
36.	Suffix	
37.	Title	Chief Innovation Officer
38.	Organizational Affiliation	City of Peoria
39.	Telephone Number	(309)494-8561
40.	Fax Number	(309)494-8556
41.	Email address	acorso@peoriagov.org
Areas Affected		
42.	Areas Affected by the Project (cities, counties, state-wide)	City of Peoria within the Priority Area of the North Central Region (Peoria/Bloomington Normal Region)
43.	Legislative and Congressional Districts of Applicant	U.S. Congressional District #17 – Cheri Bustos – Democrat U.S. Congressional District #18 – Darin LaHood – Republican U.S. Senator – Tammy Duckworth – Democrat U.S. Senator – Richard J. Durbin – Democrat Senate District #37 State Senator Chuck Weaver – Republican Representative District #73 State Representative Ryan Spain – Republican Representative District #92 State Representative Jehan Gordon-Booth – Democrat



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44.	Legislative and Congressional Districts of Program / Project	U.S. Congressional District #17 – Cheri Bustos – Democrat U.S. Congressional District #18 – Darin LaHood – Republican U.S. Senator – Tammy Duckworth – Democrat U.S. Senator – Richard J. Durbin – Democrat Senate District #37 State Senator Chuck Weaver – Republican Representative District #92 State Representative Jehan Gordon-Booth – Democrat
Applicant's Project		
45.	Description Title of Applicant's Project	Peoria Corps
46.	Proposed Project Term	Start Date: 8/1/2017 End Date: 7/31/2018
47.	Estimated Funding (include all that apply)	<input checked="" type="checkbox"/> Amount Requested from the State: \$213,242 <input checked="" type="checkbox"/> Applicant Contribution: \$93,305 <input checked="" type="checkbox"/> Local Contribution: \$20,400 <input checked="" type="checkbox"/> Other Source of Contribution: \$138,285 <input type="checkbox"/> Program Income: Total Amount: \$465,232
Applicant's Fiscal Information		
48.	Fiscal Year and Funding Projections	<ul style="list-style-type: none"> The dates of your entity's fiscal year 1/1 - 12/31 The amount of State-funded grant awards your entity is expected to receive during your current fiscal year \$5.4 Million The amount of federally-funded grant awards (direct federal and federal pass-through combined) your entity is expected to receive during your current fiscal year \$6.1 Million



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		<ul style="list-style-type: none"> The amount of federally-funded grant awards (direct federal and federal pass-through combined) your entity is expected to receive during your current fiscal year 	\$6.1 Million
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Applicant Certification:

By signing this application, I certify (1) to the statements contained in the list of certifications* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil or administrative penalties. (U.S. Code, Title 218, Section 1001)

(*) The list of certification and assurances, or an internet site where you may obtain this list is contained in the Notice of Funding Opportunity. I agree

Authorized Representative

49.	First Name	Jim
50.	Last Name	Scroggins
51.	Suffix	
52.	Title	Finance Director
53.	Telephone Number	(309)494-8514
54.	Fax Number	(309)494-8556
55.	Email Address	jscroggins@peoriagov.org
56.	Signature of Authorized Representative	<i>James R. Scroggins</i>
57.	Date Signed	4-17-2017

2017 APPRENTICESHIP PLUS YOUTH PROGRAM



CITY OF PEORIA
Submitted April 17, 2017

EXECUTIVE SUMMARY

Applicant Information

The City of Peoria (City) is a home rule municipality with more than 650 employees and 115,000 residents.

Funding Requested

The PeoriaCorps total program cost is \$465,232, with a request of \$213,242 in funds through the 2017 Apprenticeship Plus Youth Program. The remaining funds are braided from a number of sources including \$93,305 in cash contributions from the City, \$138,285 in grant funding through the Corporation for National and Community Service, and more than \$20,400 of in kind value from mentoring partners, the West Central Illinois Building and Construction Trades Council for training and career exposure and the City for office space and utilities. In addition, support services will be offered through the Career Link using State WIOA formula funds.

Geographic Area Served

PeoriaCorps will serve a portion of the North Central Region (Peoria/Bloomington/Normal)

Partnerships

Core partners include the City, Career Link, Illinois Central College and the West Central Illinois Building and Construction Trades Council. Additional partner support with candidate recruitment, mentorship, business and industry networking, and social services will come from the Greater Peoria Economic Development Council, Neighborhood House, Friendship House and the Center for Youth and Family Services' RSVP Senior Corps and United Way's Generation United Young Professionals Organization.

Services Provided

PeoriaCorps will serve twenty (20) WIOA eligible, opportunity youth participants, ages 18 to 24, annually. Typical barriers facing this population include, but are not limited to, the following: low income, criminal justice involvement, single parents, transportation access and/or homelessness. The program will be organized in two crews of ten (10) participants serving consecutive 6-month terms. Crews will run August through January and February through July. Participants will receive classroom training and work-based learning to acquire the skills and certifications critical to both general work-readiness and specific career pathways within the Construction Trades. An average of twenty percent (20%) of participants' time in the program will be spent in classroom training and eighty percent (80%) of their time spent in work-based learning. Participants will serve under the supervision of professional staff at the City and will receive mentorship from the City's Public Works Department, the RSVP Senior Corps and the Generation United Young Professionals Organization. The PeoriaCorps Case Manager will work closely with participants to facilitate access to social service resources and to assist them in managing barriers to success. Career Link will expand upon this critical program element by providing a broad array of supportive services for the WIOA enrolled, opportunity youth participants including, but not limited to, career counseling, resources for remedial education, and transportation and childcare assistance.

Anticipated Outcomes

In the first full year of operation, PeoriaCorps is designed to provide twenty (20) participants the programming and support to earn at least one (1) industry-recognized credential. The program aims to place at least eighty percent (80%) of program completers into full-time, post-secondary education or training such as an apprenticeship program or into full-time employment.

Youth Apprenticeship Program Designs

The PeoriaCorps youth apprenticeship pilot program will include the WIOA Apprenticeship Plus Program Design elements including business involvement, structured on-the-job training, related instruction, rewards for skill gains post-completion, and industry recognized credentialing.

TECHNICAL PROPOSAL

Applicant Capacity

Applicant Experience related to the NOFO

The City of Peoria is a U.S. Department of Housing and Urban Development (HUD) entitlement community and receives the following three formula grants: Community Development Block Grant, HOME Investment Partnership Grant and Emergency Solutions Grant. All three grants represent an annual budget of approximately \$2.2 million. Further, the City is a past recipient of a U.S. Department of Labor YouthBuild grant. The \$1.1 million dollar YouthBuild grant was awarded in 2012 and concluded in June 2016. These grants have individual federal regulations, financial reporting requirements, record retention procedures, and specific eligibility criteria for program funding. The City of Peoria and its staff have been recognized by HUD as a community leader in grant administration. HUD staff have called upon the City to provide peer counseling to other jurisdictions, speak at all-grantee conferences on best practices, and review HUD policies prior to implementation. The City has successfully participated in many HUD onsite monitoring reviews and program audits of its sub-recipients.

While the approach outlined in this application is new for the City, several Departments have had experience in areas that dovetail with PeoriaCorps. The City's Public Works Department currently hosts the Mayor's Summer Youth Program, an 8-week program for high school students to engage in paid summer work assisting with a variety of on-the-job training projects such as painting railings and mulching tree wells. This program has successfully partnered with Peoria Public Schools which identifies teachers and coaches to supervise crews. PeoriaCorps would take this model to the next level by engaging opportunity youth in a longer term of service that would enhance their employability potential and assist in career pathway identification and placement.

Career Link's mission is to link individuals with employment opportunities through training and services. Much of this work is done through partnerships with local non-profits and government organizations. Career Link services support multiple youth programs in the region, from connecting youth to opportunities for additional training and on-the-job training, to support services needed for success. These services assist underserved individuals with a range of barriers to employment including child care, food assistance, legal service, and transportation.

In addition to core educational programming, Illinois Central College provides the majority of General Educational Development (GED) programs for the region and runs multiple programs for underserved populations including the Highway Construction Careers Training Program. The goal of this program is to increase the number of minorities, women and underserved individuals working in the Construction Trades. From job readiness training to technical skills development, Illinois Central College hosts programs that are focused on preparing individuals to enter fulltime employment opportunities. Additionally, Illinois Central College and Illinois Green Economy Network¹ partner colleges and organizations have developed multiple short-duration, stackable certificate programs for several green jobs-related career pathways in construction, natural resource management and related topics through a past grant from the U.S.

¹ Green Careers: <http://www.igec.org/careers/green-careers/>.

Department of Labor. These offerings will provide multiple post-secondary education² and training options for PeoriaCorps completers.³

Applicant's size, structure and length of time in business

The City of Peoria, which employs over 650, was incorporated in 1845. The City's mission is to provide excellent municipal services, balancing exceptional service with financial responsibility. Over the past decade, declining revenues and decreased budgets have forced an employee reduction of approximately 30%. Peoria is not alone in this challenge, but the City is working diligently to find innovative ways to meet ever-growing citizen demands on a strained budget. Efforts such as PeoriaCorps highlight the City's intent to leverage solutions for multiple benefits. Three City departments have played an integral role in the development of the PeoriaCorps model: Public Works Department, Community Development Department and Innovation Team.

Project Staff

The PeoriaCorps program launch will be coordinated by Innovation Team, Public Works Department, Community Development Department and Human Resources Department staff. The resume for the primary Innovation Team staff person responsible for PeoriaCorps is attached in the appendix.

The City of Peoria's Innovation Team identified an opportunity to leverage the green infrastructure solution to the City's combined sewer overflow problem as a workforce development pathway for opportunity youth. The Team conducted research, interviews, site visits and peer exchanges with the City of Chicago Green Corps Program and The City of Philadelphia PowerCorps PHL⁴ Program in 2015 to investigate potential models. This process allowed City of Peoria staff and leadership to gain a better understanding of both the green infrastructure projects implemented within the cities as well as the Corps models they had adopted. Shortly thereafter, the City of Peoria Innovation Team worked with The Corps Network to conduct a feasibility study to examine the capacity of local non-profits to host and manage a Corps program. Unfortunately, the study indicated that existing non-profits did not currently have the capacity to take on and successfully launch of program of this type.

With that in mind, the City moved forward in investigating what a municipally run program in central Illinois would require to be successful based on the lessons learned and best practices of Corps programs across the country. A key prerequisite for success was a robust network of regional partnerships. With the selected program model and the City as the program host, work began with multiple entities across the region to develop a program that would achieve two goals: develop a career pathway and pipeline for qualified opportunity youth to enter into the Construction Trades or other green job related education and training programs and meet the growing demand for green infrastructure maintenance. Since that time, the Innovation Team has been working to identify funding opportunities to help launch PeoriaCorps. Once the program is established, other sustainable funding options such as fee-for-service work will become available. The Apprenticeship Plus Youth Program would allow the City to fill the final funding gap for the program launch and immediately advance the recruitment process for the three staff positions. The Innovation Team will again work with The Corps Network to post and advertise for the positions

² Green Curriculum: <http://icc.edu/about-icc/sustainability/green-curriculum/>.

³ Certificates and Degrees: <http://www.igenc.org/careers/certificates-and-degrees/>.

⁴ PowerCorps PHL: <http://powercorpssphl.org/>

nationally in order to attract qualified candidates. Attached in the appendix is the job description for the Program Director. This serves as an example of the expectations of the position and the readiness on behalf of the City of Peoria to post the job.

The Corps Network is available to answer additional questions about their involvement with the development of the PeoriaCorps program.

Bobby Tillett
Member Services Coordinator
[The Corps Network](#)
btillett@corpsnetwork.org
202-737-6272

Documentation of Need

The City of Peoria is facing the social and economic challenge of serving a high percentage of opportunity youth, which includes youth who are unemployed, truant, engaged in the criminal justice system, facing substance abuse or having other barriers to employment. The Opportunity Index, developed jointly by Measure of America and Opportunity Nation, indicates that in 2015, the percentage of Peoria County youth between the ages of 16 to 24 who were not in school and not working was 15.8% or roughly 3,750 youth.⁵

The vast majority of those youth live within an 8 square mile portion of the City that still has combined sewers. These sewers combine both stormwater and waste water into one pipe. When there is enough rain or snowmelt to overwhelm the system, excess flow from the combined sewers is released through an overflow mechanism into the Illinois River. These overflows are a violation of environmental standards and the City is currently working to address the issue through a 100% green infrastructure solution. The concept is to catch and absorb stormwater and snowmelt through natural infrastructure and environmentally beneficial engineered systems before it ever enters the combined system. There are many additional benefits of green infrastructure as well including beautification, neighborhood-scale economic development, crime mitigation, and the opportunity for workforce development. This holistic approach addresses both the environmental and public health impacts of Peoria's aging and outmoded infrastructure as well as a core challenge within the City's disinvested and underserved communities. The overarching result provides a foundation for a truly resilient community.

The City's focus area for the green infrastructure investment is located directly within the most economically distressed neighborhoods in Peoria. These areas in the urban core are host to the City's highest levels of unemployment, crime and chronic disease, as well as the lowest levels of educational attainment and workforce development opportunities.⁶ The alignment of the location of the opportunity youth population and the green infrastructure installations was highlighted as an optimal workforce development opportunity by the City's Innovation Team. The team proposed a service-learning corps model that features scalability with the addition of more crews as the green infrastructure investment continues over the next 20 years. In the meantime, the City has already begun conversion away from a focus on traditional grey infrastructure, such as pipes, tanks and tunnels, to a more resilient green infrastructure focus that includes rain gardens, pervious pavers, bioswales, and green plantings in

⁵ Opportunity Index: www.opportunityindex.org

⁶ "The Southside: Making the Case," National Resource Network, 2016

boulevards, alleyways, and planters throughout the City. With approximately 30 acres of green infrastructure in the City already, the Corps will have ample opportunity for work-based learning maintaining the installations to promote optimal performance.

PeoriaCorps is a paid opportunity which enables the targeted population the opportunity to participate. Opportunity youth ages 18 to 24 throughout the region who are out of school and out of work will be eligible participants. These individuals, who face many barriers to employment, often do not have access to or the luxury of partaking in unpaid opportunities, which can limit their exposure to professional development and potential career pathways. Participants will be paid a stipend which equates to approximately \$9 per hour for their work-based, service-learning in the field.

Additional barriers are expected of the participants including issues with housing, transportation, and childcare to name a few. In order to ensure success, the Case Manager is an integral part of the program to conduct assessments of not only skill gain but also to understand the social service needs of participants. This was a valuable lesson from site visits to programs such as PowerCorps PHL, whose leadership indicated that participants could not be successful without this level of support integrated into the program model. The Case Manager will connect participants with programs that equip each person with what they need in order to show up and be an active member of the PeoriaCorps.

In order to understand the breadth of challenges this population faces, as well as the current workforce needs in the community, the City's Innovation Team convened an Advisory Committee to develop the components of the Corps program. From non-profit leaders who spoke to the challenges opportunity youth face in terms of basic needs, to employers who are interested in diversifying their workforce, a wide variety of stakeholders were represented. The mission for Peoria Corps was developed by the Advisory Committee: *Peoria Corps is empowering opportunity youth by providing a pathway to connect them to meaningful service experience, education and skill development, all while improving the community in which they live.*

One of the primary responsibilities of municipalities is to cultivate civic engagement and connect citizens to the community in which they live. This program will connect economically disadvantaged youth with service to their community while they develop marketable skills for productive employment. This will both improve and strengthen the broader community and foster civic participation within historically underrepresented communities.

Traditionally, the City has operated within the realm of primary services, such as life safety and public health. But the City recognizes the need for a more involved role in its urban core after years of public and private disinvestment has led to economically disadvantaged neighborhoods with high levels of underserved individuals. The opportunity to address both public health and environmental concerns of combined sewer overflows and socioeconomic concerns in the same geographic area is an innovative approach for the City. This is the reason that the Innovation Team pulled together a cross-sector Advisory Committee to speak to the varying needs and opportunities of this type of program.

Non-profit partners and GED programs will serve as recruiters for the program. In order for an individual to meet the commitment of the PeoriaCorps program, he or she will need to be committed to a career pathway. Social service agencies are directly involved with the targeted population and understand which clients are ready to transition to a career. Those who have successfully completed a GED program also

demonstrate a commitment to taking the necessary steps for a career. Directors of several local programs will be able to refer candidates for PeoriaCorps.

The achievement gaps between low-income and non-low-income students and between youth of color and Caucasian students continues to grow. These disparities leave diverse, low-income youth at a disadvantage when it comes time to enter the labor market. A report to the Corporation for National and Community Service and the White House Council for Community Solutions, *The Economic Value of Opportunity Youth*, shows that each opportunity youth is associated with an annual taxpayer cost of \$13,900 (Belfield, Levin, Rosen, 2012). The annual cost for opportunity youth living in Peoria adds up to more than \$52 million.

The primary hurdle to launching the PeoriaCorps program is first-year funding. Corps programs across the country have demonstrated sustainable models that braid a number of funding sources, but the major consideration is fee-for-service funding. It is challenging for local partners to agree to a fee-for-service contract with a program that is not yet in existence. Once the program has established its value and capacity, potential partners such as the Peoria Park District, a County level entity, have indicated support of utilizing PeoriaCorps for project work. The model is also unique in its scalable structure. Additional crews can be added to meet different industry demands as proven by hospitality and service industry crews, deconstruction crews, green infrastructure crews and many other examples from across the country.

Specific Project Requirements and Considerations

The target industry for the PeoriaCorps program is the Construction Trades. This target industry was selected based upon the alignment with the PeoriaCorps' work-based learning component and Trades such as *Construction Laborers* (SOC 47-2061) and *Construction and Related Workers* (SOC 47-4099). The labor market projections including these two categories of the Trades is included in the appendix.

The Peoria area currently lacks the workforce capacity for the design, construction, operation and maintenance of green infrastructure to address existing needs and the anticipated rapid expansion in the design and construction industry. With an anticipated green infrastructure solution valued at approximately \$200 million in investment, the City wants to meet that demand with a local labor force. This forecasted expansion, including landscape design and maintenance fields, creates an opportunity to build a homegrown pipeline of eligible candidates to fill the employment needs of local contractors.

PeoriaCorps will serve twenty (20) WIOA eligible, opportunity youth participants, ages 18 to 24, annually. The program will be organized in two crews of ten (10) participants serving consecutive 6-month terms. The first crew will run August through January and the second crew will run February through July. Participants will receive classroom training and work-based learning to acquire the skills and certifications critical to both general work-readiness and specific career pathways within the Construction Trades. An average of twenty percent (20%) of participants' time in the program will be spent in classroom training with the remaining eighty percent (80%) of their time spent in work-based learning on a daily basis. Participants will serve under the supervision of professional staff at the City of Peoria and will receive mentorship from the City's Public Works Department, the RSVP Senior Corps and the Generation United Young Professionals Organization. The PeoriaCorps Case Manager will work closely with participants to facilitate access to social service resources and to assist them in working through individual barriers to success. Career Link will expand upon this critical program element by providing a broad array of

supportive services for the WIOA enrolled, opportunity youth participants including, but not limited to, career counseling and resources for remedial education, transportation assistance and childcare.

Classroom training will utilize the *Roots of Success: Environmental Literacy and Work Readiness Curriculum*⁷ for out-of-school youth as the core framework. *Roots of Success* prepares students by providing industry related knowledge as well as the tools for personal success including financial literacy. Participants will all receive the Occupational Safety and Health Administration's (OSHA) 10-hour Construction Training Course as part of the classroom training modules provided by the Illinois Central College Professional Development Institute and will have opportunities to earn additional industry recognized credentials subject to interest, skill attainment and selected career pathway. Additional classroom training modules will be provided by Career Link and affiliated trades of the West Central Illinois Building and Construction Trades Council. A lineup of community leaders will also participate as guest speakers in the classroom training to provide additional context for curriculum issues in the Peoria area and to allow participants to expand their social networks and civic knowledge.

Work-based learning will include the maintenance and improvement of green infrastructure such as rain gardens, bioswales, rainwater catchment systems, native landscapes, and public green spaces. Another important aspect of the work-based learning is the role that participants play as the public faces of PeoriaCorps in the communities in which they live. The learning by doing approach takes on an even greater impact when participants can build peer-to-peer support for the program and lead by example in their own communities.

PeoriaCorps will provide a supportive but structured atmosphere, emphasizing qualities including punctuality, dependability, motivation and teamwork. This soft skill and work readiness development paired with technical training and hands-on experience will prepare participants not only for a successful transition into Construction Trade Apprenticeship Programs but also for additional opportunities within participants' identified career pathways for employment and for post-secondary education and training.

Communities often see an infrastructure investment as an economic stimulus due to the one-time creation of jobs to support the work. The City of Peoria is taking an innovative approach to the green infrastructure investment by identifying opportunities within the investment to address other challenges the community is facing. One such challenge is the sheer number of opportunity youth who reside within these underinvested communities in which the majority of the green infrastructure will be built. Green infrastructure necessitates a greater degree of surface level maintenance, an area of work that is prime for readying opportunity youth with both exposure to the Construction Trades as well as a strong platform in which to learn the soft skills or employability skills. This youth apprentice pipeline will create channels for a diverse group of young people who face many barriers to employment to gain the skills necessary to be successful in an apprenticeship program or to pursue additional education. This model is also innovative in its scalability, as additional crews can be added to meet a growing demand as the City continues to convert away from traditional grey infrastructure and toward a more resilient and green infrastructure approach.

The PeoriaCorps program design is based on an innovative urban conservation Corps model that combines service-learning through enhancement of the built and natural environment with expanded access to opportunity through workforce development skills, experience and credential attainment, and social network building. Additionally, by building a municipally-run program, PeoriaCorps can leverage the City's existing partnerships and convening authority to build community and weave together seemingly

⁷ Roots of Success: <https://rootsofsuccess.org/>

disparate, but intimately connected community issues including such areas as education, employment, environmental quality and public health.

Project Plan

The PeoriaCorps program youth apprenticeship will provide access to regional WIOA enrolled opportunity youth through classroom training and work-based learning within the City of Peoria. The program is based around the five pillars included in the state framework of business involvement, structured on-the-job training, related instruction, rewards for skill gains and industry recognized credentials.

Project Partner	Responsibility
City of Peoria <i>Business Involvement</i> <i>On-the-Job Training</i> <i>Related Instruction</i>	The City will provide hard skill development through classroom instruction and on-the-job training, bridging theoretical work with practical application. Related instruction will also be delivered on the jobsite. Participants will also be immersed in soft skill training through the Roots of Success curriculum which provides structured modules around both hard and soft skill development. PeoriaCorps will offer a structured yet supportive program to encourage professional development of participants.
Illinois Central College <i>Related Instruction</i> <i>Industry Recognized Credentials</i>	The local community college, Illinois Central College, will provide credentialing opportunities including OSHA 10, deliver related instruction, and offer post-program education opportunities.
Career Link <i>Support Services</i>	Career Link will provide support services to eligible candidates for such assistance as transportation, conduct assessments of participants during the program, report on performance metrics, and contribute to on-the-job training opportunities after program completion. Career Link will also assist program graduates in finding full time employment after program completion.
West Central IL Building and Construction Trades <i>Rewards for Skill Gains</i>	The West Central Illinois Building and Construction Trades is signed on as a partner to assist in career exploration for participants, offer training sessions, and to encourage Apprenticeship placement after program completion which would secure the reward for skill gains.
Neighborhood House and Friendship House <i>Recruitment</i>	Non-profit partners embedded in these disinvested communities have agreed to serve as recruitment partners, identifying individuals who are prepared to enter a career pipeline.
Public Works Staff <i>Career Mentorship</i>	Public Works staff will serve as career mentors, working with participants on a daily basis and exposing participants to potential careers through site visits and shadowing opportunities.
RSVP Senior Corps <i>Mentorship</i>	The local RSVP senior corps program will engage as mentors, providing a stable connection within the community for participants to call on.
United Way’s Generation United <i>Peer Mentorship</i>	The Heart of Illinois United Way’s young professional organization, Generation United, will serve as peer mentors to participants.

Peoria Corps participants will spend 20% of their time on classroom training, specifically focused on the modules included in the *Roots of Success* program. The program prepares students for environmental and STEM based careers while familiarizing participants with over 150 career ladders, industries and sectors. It also integrates job readiness, financial literacy, civic engagement and social entrepreneurship.

Detailed Outline of Training Program

The PeoriaCorps' selected classroom training framework includes ten modules that will be covered throughout the course of the 6 month (24 week) program. Embedded in the topics below are work readiness lessons and soft skill development.

Weeks 1-3	Fundamentals of Environmental Literacy
Weeks 3-5	Water
Weeks 6-8	Waste
Weeks 8-10	Transportation
Weeks 11-13	Energy
Weeks 13-15	Building
Weeks 16-18	Health, Food and Agriculture
Weeks 18-20	Civic Engagement and Leadership
Weeks 21-23	Financial Literacy and Social Entrepreneurship
Weeks 23-24	Application and Practice

The remaining 80% of participants' time will be spent in the field for work-based learning activities. The work plan for this component will be established by the PeoriaCorps Crew Supervisor in Coordination with the Landscape Maintenance Supervisor in the Public Works Department. Each site will require assessment and treatment based upon conditions. The green infrastructure maintenance and landscape stewardship includes such activities as waste removal, plant and tree trimming, pruning, and other maintenance requirements to ensure optimal performance and health of the green infrastructure. Participants will document their scope of work at each site.

PeoriaCorps participant's occupational skills will be tracked and evaluated through the following means and methods:

Career Link, the local WIOA operator and program partner, will work with PeoriaCorps staff to conduct assessments throughout the program term to measure basic skill attainment and earned Industry Recognized Credentials. Career Link will also provide post-program support and assessment for at least one year., placement in full-time, post-secondary education or employment, and post-program

Classroom training within the *Roots of Success* program will also be evaluated throughout the participants' term of service.

In addition, as an AmeriCorps performance measure, the program will track the number of participants who enter a post-secondary education opportunity or secure employment after completion of the program.

The total PeoriaCorps program cost is estimated at \$465,232. Training and education components have been built into the program model and would be funded through the 2017 Apprenticeship Youth Plus funding opportunity.

Hands on training will take place in the field at green infrastructure installations. The City currently boasts approximately 30 acres of green infrastructure, and that figure will expand drastically over the next two decades. The crew of participants will be led by the PeoriaCorps Crew Supervisor. This individual will be with the crew on a daily basis, serving as the primary resource and point of contact for both classroom training and work-based learning. The Crew Supervisor will have the technical background and

professional experience necessary to provide the knowledge of green infrastructure maintenance to participants. The Crew Supervisor will also be a trained instructor of the *Roots of Success* program.

Participants will spend approximately 37 hours per week on both classroom training and work-based learning, with about 20% of that time devoted to classroom training and the remaining time spent in the field. All participants will earn the OSHA 10 certification, a common requirement amongst contractors for work in the Trades and related fields. A participant will also have access to a small pool of funds to gain additional certifications that align with his or her career pathway goals. At the completion of the program, participants will receive an education award provided through AmeriCorps. The award is approximately \$2,900 and can be applied to additional full-time, post-secondary education and training opportunities including Apprenticeship programs. In addition, Career Link will provide education and training funding beyond the AmeriCorps education award per Career Link's policy.

The *Roots of Success* program and modules will be the basis for the majority of classroom instruction. It includes professional development for teachers and staff. The Crew Supervisor will be a certified instructor of the curriculum. *Roots of Success* meets Common Core language arts standards and includes lesson plans, rubrics and assessments.

The City of Peoria will serve as the industry partner. With representatives across many trade organizations with multiple Apprenticeship opportunities, participants will be exposed to a number of career pathways. The City will provide the work-based training opportunities on City owned properties and right-of-way with green infrastructure installations and other public green spaces. The Crew Supervisor will be onsite during work-based training and will instruct participants on surface level maintenance practices. During this time, there will also be a focus on soft skill development as the crew works together to complete tasks. From communication skills to conflict management, participants will gain skills necessary to enter the workforce. Work-based training will take place throughout the six month term, accounting for approximately 80% of the participants' time.

Appendix Documents

- Resume of Program Staff
- Program Director Job Description Questionnaire
- Labor Market Analysis
- MOU Career Link
- MOU Illinois Central College
- MOU West Central IL Building and Construction Trades

Anthony P. Corso, AIA, LEED AP
Chief Innovation Officer
City of Peoria
419 Fulton Street
Peoria, Illinois 61602
acorso@peoriagov.org
direct 309.494.8561

PROFILE

Anthony Corso has spent his career as an architect, urban designer, consultant and educator working to make communities more livable and resilient. He is an advocate and practitioner of public interest design and continuously works to build collaborative partnerships in order to turn great ideas into action.

RELEVANT EXPERIENCE

City of Peoria, Peoria, Illinois *Chief Innovation Officer*, April 2015 – Current

- Directing the Innovation Team focused on helping City leaders and staff through a data-driven process to assess problems, generate responsive interventions, develop partnerships, and deliver measurable results that improve the lives of residents.

Anthony P Corso, Architect, Peoria, Illinois *Architect, Urban Designer & Sustainability Consultant*, March 2013 – April 2015

- Provided solutions for the design, construction and operation of the built environment including high-performance building (e.g. LEED, Living Building Challenge, Passive House) and sustainable development strategies (e.g. smart growth, integrated master planning, green infrastructure, creative placemaking)

Illinois Central College, East Peoria, Illinois *Director of Green Building Programs*, October 2009 – February 2013

- Developed and taught new green building and sustainable design curriculum for design and construction degree training and professional development programs
- Provided visioning, technical concept development and programmatic facility design for the planned ICC Sustainability Center
- Collaborated with regional and statewide building industry stakeholders to develop green jobs training partnerships
- Organized and coordinated a partnership-driven regional sustainability expo to engage and educate the general public
- Led grant funded campus and community sustainability projects, workshops and initiatives on topics including regional planning, creative placemaking, sustainable urban design, green infrastructure, renewable energy, energy efficiency, local food and community redevelopment
- Provided technical architecture and building science consulting for residential energy efficiency programs

OWP/P, Chicago, Illinois *Sustainability Consultant*, February 2007 – September 2009

- Provided sustainable development, green building design, and LEED certification consulting for municipal and corporate projects including affordable housing, university buildings, hospitals and office buildings
- Managed the Chicago Green Homes certification program; developed technical standards, program processes and performance metrics, and led the design review team
- Performed project design reviews of green building projects for both the city of Chicago's Green Permit Program and the US Green Building Council's LEED-CS certification
- Led sustainable design charrettes and project stakeholder/community participation workshops
- Facilitated integrative design processes and developed green building design tools within OWP/P to incorporate sustainability practices into design projects
- Developed and led learning programs on sustainable development practices, urban design, design team integration, energy efficiency, ecological design, and green building standards

Conservation Design Forum, Elmhurst, Illinois *Urban Designer*, April 2005 – December 2006

- Developed and illustrated urban design concepts for projects ranging from large-scale master plans to small urban infill projects
- Served as project manager, lead designer, and construction document coordinator
- Collaborated with multidisciplinary teams to develop integrative, water-based ecological designs for urban and suburban landscapes
- Consulted on sustainable building technologies and renewable energy systems

- Started, organized and coordinated a professional development and continuing education seminar series

University of Illinois School of Architecture, Champaign, Illinois *Ryerson Traveling Fellow*, September 2004 – April 2005

- Conducted on-site research, design team interviews, and photographic documentation of sustainable development projects and high-performance green buildings in Australia

Building Research Council, Champaign, Illinois *Sustainable Design Course Developer*, May 2004 – August 2004

- Collaborated with BRC colleagues and a web development team to create online professional development courses on sustainable architecture and design

Building Research Council, Champaign, Illinois *Graduate Research Assistant*, August 2002 – May 2004

- Worked with the US Green Building Council LEED Steering Committee to recommend improvements and incorporate international green building and sustainable design best practices into the LEED and SPiRiT guidelines

- Worked with a team of architectural consultants to conduct field visits and perform site / building environmental analysis for a HUD Office of Native American Programs project to investigate housing conditions on reservations nationwide

University of Illinois School of Architecture, Champaign, Illinois *Graduate Teaching Assistant*, January 2001 – May 2002

- Developed course materials and taught studio sections in architectural lighting, acoustics, and electricity

Charter Sills and Associates, Champaign, Illinois *Architectural Lighting Design Intern*, June 2001 – August 2001

- Developed architectural lighting concepts for a range of projects including high-rise residential, urban mixed-use, and corporate campus projects in the Chicago area

Architectural Design Group, Inc., Peoria, Illinois *Architectural Design Intern*, June 2000 – August 2000

- Developed and presented a program and conceptual design for an addition to Philip Johnson's Peoria Civic Center using hand-rendered concept illustrations and physical study models

SPEAKING ENGAGEMENTS / PUBLICATIONS

Anthony Corso, "Resilient Communities by Design" *Regional Neighborhood Network Conference*, Peoria, IL, 20 September 2013

Anthony Corso, "Leading Change in the Age of Sustainability," *InterBusiness Issues*, September 2012: 42-45. Print & Web.

Anthony Corso et al, "The Grass is Always Greener: Understanding Sustainability," *WTVP*, Peoria, IL, 2010. Film.

Anthony Corso, "Bridging the Gap to a Green Economy: A Community-Based Approach," *Greening the Heartland Conference*, Minneapolis, MN, 20 May 2010

Anthony Corso, "The Long-Term Opportunity for Impact," *Midwest Energy Solutions Conference*, Chicago, IL, 9 January 2009

Anthony Corso, "How the Chicago Green Homes Program Adds Up," *Greening the Heartland Conference*, St. Louis, MO, 24 June 2008

Anthony Corso, David Koehler, and Gene Lear, "Pedestrian Friendly Urban Design," *WTVP's At Issue*, Peoria, IL, 21 April 2005

Anthony Corso, "Ecology, Equity, and Economics: The Search for Better Design," *AIAS Forum*, Chicago, IL, 1 January 2003

COMMITTEES, ORGANIZATIONS & VOLUNTEER WORK

City of Peoria Infrastructure Design Standards Stakeholder Group; Peoria, IL; Member, 2014-2015

City of Peoria Warehouse District Façade Review Committee; Peoria, IL; Member; 2014-2015

Peoria County Resource Management Plan Advisory Committee; Peoria, IL; Member; 2013-2015

The Whiskey City Collaborative; Peoria, IL; Collaborator, 2013-2015

Green Drinks Peoria; Peoria IL; Founder and Organizer, 2010-2015

US Green Building Council - Illinois Chapter; Chicago, IL; Region 4 Director / Board Member, 2011-2014

City of Peoria Form-based Code Committee; Peoria, IL; Member, 2005

EDUCATION

University of Illinois, Champaign, Illinois, *Master of Architecture*, 2004

University of Illinois, Champaign, Illinois, *Bachelor of Science, Biology*, 1998

HONORS AND AWARDS

InterBusiness Issues, *40 Leaders Under 40*, 2011

Financial Times / Urban Land Institute, *Sustainable Cities Award (Chicago Green Homes Program)*, 2008

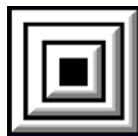
American Institute of Architects, *Henry Adams Medal*, 2005

JOB DESCRIPTION QUESTIONNAIRE

City of Peoria, IL

PLACE
EMPLOYEE INFORMATION STICKER
HERE

(PLACE STICKERS FOR MULTIPLE EMPLOYEES ON BACK OF LAST PAGE)



THE WATERS
CONSULTING
GROUP, INC.

A Brief Explanation of the Job Description Questionnaire

The purpose of this Job Description Questionnaire (JDQ) is to provide a standardized format for collecting information from employees regarding their jobs.

Following your completion of the JDQ, please forward to your supervisor for further review. Your supervisor and/or manager will review the information for content and completeness. You may choose to complete the JDQ in a group session with several employees that perform similar duties or you may complete it on your own. If at any time you have questions or require assistance to complete the JDQ, please consult your supervisor or manager as a first option. You may also contact The Waters Consulting Group, Inc. via email or toll free number (provided on Page 3 of this document.)

General Instructions

The following guidelines should be helpful in completing this questionnaire:

1. You may complete this electronically or by hand.
2. If completing by hand, please print as neatly as possible and use only blue or black ink. Do not use a pencil as it may smudge your responses and become illegible.
3. Read each item carefully and answer completely.
4. Be brief but specific in accurately describing the job. Make sure you are not describing your personal qualifications or how you would like this job to be. Instead, describe only the actual job duties and qualifications as they currently exist.
5. We would prefer your written words as they assist us greatly when evaluating each position.

Introduction

The Waters Consulting Group, Inc. (WCG) has been engaged to conduct a classification and compensation study for your organization. The first phase of the project involves the completion of the Job Description Questionnaire (JDQ). If at any time you have questions or require assistance to complete the JDQ, please consult your supervisor or manager as a first option.

Further questions concerning the process may be addressed via email to The Waters Consulting Group, Inc. at Peoria-project@watersconsulting.com or by calling toll free (866)346-9868.

The analysis of JDQs is one of the critical first steps in developing and maintaining an effective compensation program.

- They provide the basis for assessing and determining the relative scope and internal equity.
- They serve as a communication tool to be used in surveys comparing the salaries of positions with comparable jobs in similar organizations.

Thank you for your input and cooperation.

A. Identification / General Information

Employee Name:	TBD
If more than one Employee participated in completing this questionnaire, put "Multiple Employees" and attach a list of all participants to this form.	
Current Job Title:	Program Director
Department Name:	PeoriaCorps
Immediate Supervisor's Name:	TBD
Immediate Supervisor's Title:	TBD

Length of Service with Organization: ___ Years ___ Months

Length of Service in Current Position: ___ Years ___ Months

Describe your normal work schedule

8 AM to 5 PM with additional hours as needed.

B. Brief Description of the Job

The purpose of this position is to:
Provide overall financial and operational management leadership for the City's opportunity youth corps program.
This is accomplished by:
Developing, implementing and enforcing policies and procedures, developing and implementing an orientation and bootcamp program,
hire and manage staff and participants, develop a recruitment program, formalize agreements with recruitment partners and social service
partners, manage branding and marketing initiatives, assess and manage risk and liability, cultivate and maintain relationships with
external funding sources, develop a sustainable funding plan, develop educational program for participants, and manage metrics of success.
Other duties include:

**Job Analysis Questionnaire
City of Peoria, IL**

C. Essential Functions

1. Function: Developing, implementing and enforcing policies and procedures	Percentage of Time:	10%	Physical Strength Code:	S
Tasks performed to accomplish this function:				
Research on best practices				
Development of policies and procedures				
Review with Human Resources and Legal				
Training for staff				
Implementation and Enforcement				
2. Function: developing and implementing an orientation and bootcamp program	Percentage of Time:	5%	Physical Strength Code:	L
Tasks performed to accomplish this function:				
Research on best practices				
Develop curriculum for orientation and bootcamp				
Outreach and review with recruitment partners, other corps programs				
Training for staff				
Implementation				
3. Function: hire and manage staff	Percentage of Time:	5%	Physical Strength Code:	S
Tasks performed to accomplish this function:				
Develop postings with Human Resources				
Post and interview for positions				
Onboarding/training				
Ongoing supervisory responsibilities				
4. Function: develop a recruitment program	Percentage of Time:	5%	Physical Strength Code:	S
Tasks performed to accomplish this function:				
Research on best practices				
Outreach with recruitment partners				
Develop timeline for recruitment procedures				
Implement recruitment process twice annually				

**Job Analysis Questionnaire
City of Peoria, IL**

5. Function: formalize agreements with recruitment partners and social service partners	Percentage of Time:	10%	Physical Strength Code:	S
Tasks performed to accomplish this function:				
Outreach with potential recruitment and social service partners				
Develop agreements and review with Legal				
Sign agreements				
Manage partnerships				
6. Function: manage branding and marketing initiatives	Percentage of Time:	10%	Physical Strength Code:	S
Tasks performed to accomplish this function:				
Develop brand				
Develop marketing plan				
Work with design firm for logo, etc.				
Implement the marketing plan and manage the brand				
7. Function: assess and manage risk and liability	Percentage of Time:	5%	Physical Strength Code:	S
Conduct assessment of activities corps participants partake in				
Review the coverage of the policy and adjust if necessary				
Monitor risk for new service work opportunities				
8. Function: develop a sustainable funding plan, cultivate and maintain relationships with external funding sources	Percentage of Time:	15%	Physical Strength Code:	S
Identify remaining funding needs				
Identify resources to meet those needs				
Work on plan for out-years (i.e. AmeriCorps renewals, applications for additional funding, etc.)				
Manage any requirements for existing funds (i.e. reports on metrics)				
9. Function: develop schedules for participants including fieldwork and education/class room time	Percentage of Time:	20%	Physical Strength Code:	S
Develop curriculum for participants including the ratio of fieldwork to classroom time				
Identify and schedule service work opportunities				
Develop plan for education/classroom time with education partners				
Work with education partners on additional certifications/training opportunities				

**Job Analysis Questionnaire
City of Peoria, IL**

10. Function: manage and report on metrics	Percentage of Time:	5%	Physical Strength Code:	S
Develop reporting schedule				
Develop plans to capture metrics/data				
Fulfill reporting requirements				

**Job Analysis Questionnaire
City of Peoria, IL**

D. Physical Demands

N = Never		R = Rarely		O = Occasionally		F = Frequently		C = Constantly	
Never occurs		Less than 1 hour per week		Up to 1/3 of the time.		From 1/3 to 2/3 of the time		2/3 or more of the time	
Physical Demand	Frequency Code (Mark only one)	Description: (Check all that apply)				Physical Demand	Frequency Code (Mark only one)	Description: (Check all that apply)	
Standing	<input type="checkbox"/> N <input type="checkbox"/> R <input checked="" type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> Making presentations <input checked="" type="checkbox"/> Observing work site <input checked="" type="checkbox"/> Observing work duties <input checked="" type="checkbox"/> Communicating with co-workers				Pushing/ Pulling	<input checked="" type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C	<input type="checkbox"/> File drawers <input type="checkbox"/> Equipment <input type="checkbox"/> Tables and chairs <input type="checkbox"/> Hose	
Fine Dexterity	<input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input checked="" type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> Computer keyboard <input checked="" type="checkbox"/> Telephone keypad <input type="checkbox"/> Calculator <input type="checkbox"/> Calibrating equipment				Climbing	<input checked="" type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C	<input type="checkbox"/> Stairs <input type="checkbox"/> Ladder <input type="checkbox"/> Step stool <input type="checkbox"/> Onto equipment	
Walking	<input type="checkbox"/> N <input type="checkbox"/> R <input checked="" type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> To other departments/offices/ office equipment <input checked="" type="checkbox"/> Around work site				Vision	<input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input checked="" type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> Reading <input checked="" type="checkbox"/> Computer screen <input checked="" type="checkbox"/> Driving <input checked="" type="checkbox"/> Observing work site	
Lifting	<input type="checkbox"/> N <input checked="" type="checkbox"/> R <input type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> Supplies <input type="checkbox"/> Equipment <input checked="" type="checkbox"/> Files				Foot Controls	<input checked="" type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C	<input type="checkbox"/> Driving <input type="checkbox"/> Operating heavy equipment <input type="checkbox"/> Dictaphone	
Carrying	<input type="checkbox"/> N <input checked="" type="checkbox"/> R <input type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> Supplies <input type="checkbox"/> Equipment <input checked="" type="checkbox"/> Files				Balancing	<input checked="" type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C	<input type="checkbox"/> On ladder <input type="checkbox"/> On equipment <input type="checkbox"/> On step stool	
Sitting	<input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input checked="" type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> Desk work <input checked="" type="checkbox"/> Meetings <input type="checkbox"/> Driving				Bending	<input checked="" type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C	<input type="checkbox"/> Filing in lower drawers <input type="checkbox"/> Retrieving items from lower shelves/ground <input type="checkbox"/> Making repairs	
Reaching	<input type="checkbox"/> N <input type="checkbox"/> R <input checked="" type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> For supplies <input checked="" type="checkbox"/> For files				Crouching	<input checked="" type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C	<input type="checkbox"/> Retrieving items from lower shelves/ground <input type="checkbox"/> Filing in lower drawers	
Handling	<input type="checkbox"/> N <input type="checkbox"/> R <input checked="" type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> Paperwork <input type="checkbox"/> Monies				Hearing	<input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input checked="" type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> Communicating via telephone/radio, to co-workers/public <input type="checkbox"/> Listening to equipment	
Kneeling	<input checked="" type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C	<input type="checkbox"/> Filing in lower drawers <input type="checkbox"/> Retrieving items from lower shelves/ground				Twisting	<input type="checkbox"/> N <input checked="" type="checkbox"/> R <input type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> From computer to telephone <input type="checkbox"/> Getting inside vehicle	
Crawling	<input checked="" type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C	<input type="checkbox"/> Under equipment <input type="checkbox"/> Inside attics/pipes/ditches				Talking	<input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input checked="" type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> Communicating via telephone/radio, to co-workers/public	
Other		(Explain)							

**Job Analysis Questionnaire
City of Peoria, IL**

D. Physical Demands (continued) - Instructions

Computer Equipment and Software: List all computer equipment and software that is required for this job. →

Personal computer, printer, scanner, related software

Environmental Factors: Review any conditions found on the job and note how often each is encountered. →

Environmental Conditions	Never	Seasonally	Several Times Per Month	Several Times Per Week	Daily
Extreme temperature (Heat, cold, extreme temp. changes)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wetness and/or humidity (Bodily discomfort from moisture)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Respiratory hazards (Fumes, gases, chemicals, dust and dirt)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Noise and vibration (Sufficient to cause hearing loss)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Physical hazards (High voltage, dangerous machinery, aggressive prisoners or patients)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Health and Safety Conditions: Review any conditions found on the job and note how often each is encountered. →

Health and Safety Conditions	N = Never	R = Rarely	O = Occasionally	F = Frequently	C = Constantly
	Never occurs	Less than 1 hour per week	1/3 or more of the time	From 1/3 to 2/3 of the time	2/3 or more of the time
Mechanical hazards	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chemical hazards	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Electrical hazards	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire hazards	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Explosives	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Communicable diseases	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Physical danger or abuse (specify)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Primary Work Location: Please check the type of location where the primary job duties are performed. →

- Office Environment
- Warehouse
- Shop
- Vehicle
- Outdoors (Specify) _____
- Other (Specify) _____

Protective Equipment Required: List protective equipment, if any, which is required for this job. →

safety glasses, gloves, hard hat, steel toe boots

OR

Rubber gloves, face mask

**Job Analysis Questionnaire
City of Peoria, IL**

D. Physical Demands (continued)

Machines, Tools, Equipment and Work Aids:

Telephone, Vehicle

Computer Equipment and Software:

Computer, Printer, Copier, Scanner, Microsoft Office, Other Software

Environmental Factors:

Environmental Conditions	Never	Seasonally	Several Times Per Month	Several Times Per Week	Daily
Extreme temperature (Heat, cold, extreme temp. changes)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wetness and/or humidity (Bodily discomfort from moisture)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Respiratory hazards (Fumes, gases, chemicals, dust and dirt)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Noise and vibration (Sufficient to cause hearing loss)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Physical hazards (High voltage, dangerous machinery, aggressive prisoners or patients)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Health and Safety Conditions:

Health and Safety Conditions	N = Never	R = Rarely	O = Occasionally	F = Frequently	C = Constantly
	Never occurs	Less than 1 hour per week	1/3 or more of the time	From 1/3 to 2/3 of the time	2/3 or more of the time
Mechanical hazards	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chemical hazards	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Electrical hazards	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire hazards	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Explosives	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Communicable diseases	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Physical danger or abuse (specify)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Primary Work Location:

- Office Environment
- Warehouse
- Shop
- Vehicle
- Outdoors (Specify) _____
- Other (Specify) _____

Protective Equipment Required:

Protective gear for onsite visits to green infrastructure locations

E. Job Demands

For each table below, select the one level that best describes what is required by the job. In deciding which level is most appropriate, consider what your job requires most of the time under normal circumstances.

Overall Strength Demands: Select the one word below that best describes the overall strength demands of the position. Please refer to the Essential Function section of this questionnaire as this rating should reflect the strength demands related to the Essential Functions.

Overall Strength Demands	
<input checked="" type="checkbox"/> Sedentary	Exerting up to 10 pounds occasionally or negligible weights frequently; sitting most of the time.
<input type="checkbox"/> Light	Exerting up to 20 pounds occasionally, 10 pounds frequently, or negligible amounts constantly <u>AND/OR</u> walking or standing to a significant degree.
<input type="checkbox"/> Medium	Exerting 20-50 pounds occasionally, 10-25 pounds frequently, or up to 10 pounds constantly.
<input type="checkbox"/> Heavy	Exerting 50-100 pounds occasionally, 25-50 pounds frequently, or from 10 up to 20 pounds constantly.
<input type="checkbox"/> Very Heavy	Exerting over 100 pounds occasionally, 50-100 pounds frequently, or from 20 up to 50 pounds constantly.

Non-physical Demands: Now think about how often you encounter each of the following circumstances and indicate the level of frequency for each one. Each circumstance should have one level of frequency. Do not leave any blanks.

Non-physical Demands	Frequently	Occasionally	Rarely	Never
Time Pressures	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emergency Situations	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Frequent Change of Tasks	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Irregular Schedule/Overtime	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Performing Multiple Tasks Simultaneously	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working Closely with Others as Part of a Team	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tedious or Exacting Work	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Noisy/Distracting Environment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other (Describe below.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Job Analysis Questionnaire
City of Peoria, IL**

E. Job Demands (continued)

Reading: Describe the level of reading skills you believe to be required to successfully complete the day-to-day tasks associated with this position.

Reading	
<input type="checkbox"/>	None
<input type="checkbox"/>	Basic - Ability to recognize meaning of common two- or three-syllable words. Ordinarily, such education is obtained in elementary school up to high school. However, it may be obtained from experience and self-study.
<input type="checkbox"/>	Intermediate - Ability to read papers, periodicals, journals, manuals, dictionaries, thesauruses, and encyclopedias. Ordinarily, such education is obtained in high school up to college. However, it may be obtained from experience and self-study.
<input checked="" type="checkbox"/>	Advanced - Ability to read literature, books, reviews, scientific or technical journals, abstracts, financial reports, and/or legal documents. Ordinarily, such education is obtained in at the college level or above. However, it may be obtained from experience and self-study.

Math: Describe the level of math skills you believe to be required to successfully complete the day-to-day tasks associated with this position.

Math	
<input type="checkbox"/>	None
<input type="checkbox"/>	Basic - Ability to perform the four basic arithmetic operations (addition, subtraction, multiplication, division). Ordinarily, such education is obtained in elementary school up to high school. However, it may be obtained from experience and self-study.
<input checked="" type="checkbox"/>	Intermediate - Ability to deal with a system of real numbers; and practical application of fractions, percentages, ratios/proportions and measurement. Ordinarily, such education is obtained in high school up to college. However, it may be obtained from experience and self-study.
<input type="checkbox"/>	Advanced - Ability to apply fundamental concepts of theories; work with advanced mathematical operations methods and functions of real and complex variables. Ordinarily, such education is obtained in at the college level or above. However, it may be obtained from experience and self-study.

**Job Analysis Questionnaire
City of Peoria, IL**

E. Job Demands (continued)

Writing: Describe the level of writing skills you believe to be required to successfully complete the day-to-day tasks associated with this position.

Writing	
<input type="checkbox"/>	None
<input type="checkbox"/>	Basic - Ability to write simple sentences containing subject, verb, and object, and/or series of numbers, names, and addresses. Ordinarily, such education is obtained in elementary school up to high school. However, it may be obtained from experience and self-study.
<input type="checkbox"/>	Intermediate - Ability to write reports, prepare business letters, expositions, and summaries with proper format, punctuation, spelling, and grammar, using all parts of speech. Ordinarily, such education is obtained in high school up to college. However, it may be obtained from experience and self-study.
<input checked="" type="checkbox"/>	Advanced - Ability to write editorials, journals, speeches, manuals, or critiques. Ordinarily, such education is obtained in at the college level or above. However, it may be obtained from experience and self-study.

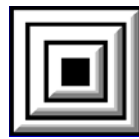
Certification and Other Requirements: List any licenses, certifications, statutory requirements, or registrations required for this position. This does not necessarily mean the licenses possessed by you or other current employees, but instead, what would be required if someone were to be newly hired or promoted into this position, either internally or from the outside. Use the exact name of the license, certification, etc. Preferred certifications and/or licenses should not be listed here and will not be listed in the final analysis.

Certifications, Professionals Licenses or Other Similar Documented Requirements
1. N/A
2.
3.
4.
5.
6. Valid Driver's License <u>Required</u> ? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes, what type? <u>Class D</u>
6. What other certifications and licenses are required? (Include professional licenses.) N/A

**Job Analysis Questionnaire
City of Peoria, IL**

Check to be sure...
All sections are completed.
You have signed and dated Section F.

Thank you for your input and cooperation!



THE WATERS
CONSULTING
GROUP, INC.

5050 Quorum Drive, Suite 625, Dallas, Texas 75254
www.watersconsulting.com

Occupation Table
WIOA Grant Partnership in MSA Area: Peoria, IL (37900)
Emsi Q1 2017 Data Set
April 2017
Illinois Central College
1 College Drive
East Peoria, Illinois 61635
309.6945422

Parameters	
Regions	
Code	Description
37900	Peoria, IL
Timeframe	
2017 - 2026	
Datarun	
2017.1 – QCEW Employees	

SOC	Description	2017 Jobs	2026 Jobs	2017 - 2026 Change	2017 - 2026 % Change	2026 Location Quotient	Annual Openings	Regional Completions (2015)	Illinois Central College Completions (2015)	Pct. 10 Hourly Earnings	Median Hourly Earnings	2017 Jobs	2018 Jobs	2019 Jobs	2020 Jobs	2021 Jobs	2022 Jobs	2023 Jobs	2024 Jobs	2025 Jobs	2026 Jobs
47-2021	Brickmasons and Blockmasons	276	229	(47)	(17%)	3.17	3	0	0	\$19.02	\$34.15	276	266	257	250	247	242	237	234	231	229
47-2022	Stonemasons	17	16	(1)	(6%)	1.00	Insf. Data	0	0	\$11.51	\$26.47	17	17	17	17	17	17	16	16	16	16
47-2031	Carpenters	801	774	(27)	(3%)	0.97	12	0	0	\$15.40	\$25.74	801	795	791	787	785	782	779	777	775	774
47-2061	Construction Laborers	1,172	1,197	25	2%	1.04	33	0	0	\$9.84	\$16.01	1,172	1,175	1,177	1,179	1,183	1,185	1,189	1,191	1,194	1,197
47-2111	Electricians	891	889	(2)	(0%)	1.19	17	0	0	\$17.62	\$32.36	891	890	889	888	888	888	888	888	889	889
47-2132	Insulation Workers, Mechanical	<10	<10	Insf. Data	Insf. Data	0.25	Insf. Data	0	0	Insf. Data	Insf. Data	<10	<10	<10	<10	<10	<10	<10	<10	<10	<10
47-2152	Plumbers, Pipefitters, and Steamfitters	599	595	(4)	(1%)	1.16	9	0	0	\$23.23	\$34.75	599	599	598	597	597	596	596	596	596	596
47-2171	Reinforcing Iron and Rebar Workers	14	17	3	21%	0.58	Insf. Data	0	0	\$13.83	\$29.04	14	15	15	15	16	16	16	16	17	17
47-3011	Helpers--Brickmasons, Blockmasons, Stonemasons, and Tile and Marble Setters	28	26	(2)	(7%)	0.97	Insf. Data	0	0	\$9.99	\$15.87	28	27	27	27	27	26	26	26	26	26
47-4099	Construction and Related Workers, All Other	23	24	1	4%	0.57	Insf. Data	0	0	\$11.56	\$21.58	23	23	23	23	23	24	24	24	24	24
		3,830	3,776	(54)	(1%)		76			\$15.63	\$26.28	3,830	3,814	3,801	3,792	3,790	3,785	3,781	3,779	3,777	3,776

Appendix A - Data Sources and Calculations

Completers Data

The completers data in this report is taken directly from the national IPEDS database published by the U.S. Department of Education's National Center for Education Statistics.

Institution Data

The institution data in this report is taken directly from the national IPEDS database published by the U.S. Department of Education's National Center for Education Statistics.

Occupation Data

Emsi occupation employment data are based on final Emsi industry data and final Emsi staffing patterns. Wage estimates are based on Occupational Employment Statistics (QCEW and Non-QCEW Employees classes of worker) and the American Community Survey (Self-Employed and Extended Proprietors). Occupational wage estimates also affected by county-level Emsi earnings by industry.

Memorandum of Understanding

This Memorandum of Understanding (the "Memorandum") is made on this April 13, 2017, by and between the City of Peoria of 419 Fulton Street, Peoria, Illinois 61602 (referred to as the "City of Peoria") and the Career Link – An Illinois Worknet™ Center of 2956 Court Street (Sunset Plaza), Pekin, Illinois 61554 (referred to as "Career Link") for the purpose of achieving the aims and objectives relating to the City of Peoria's PeoriaCorps Program (the "Project"). Through this partnership with the City of Peoria, Career Link will have access to an additional career pathway option for Workforce Innovation and Opportunity Act (WIOA) enrolled opportunity youth that have received their High School Diploma or GED and that are between the ages of the 18 to 24 years old that will contribute to Career Link's regional workforce development goals for out-of-school youth.

WHEREAS City of Peoria and Career Link agree to work together to complete the Project.

AND WHEREAS the City of Peoria and Career Link desire to enter into a Memorandum of Understanding between them, setting out the working arrangements that each of the partners agree are necessary for the success of the Project.

Purpose

The purpose of this Memorandum is to provide a framework for the collaboration between the City of Peoria and Career Link in support of the Project.

Cooperation

The parties' services for the Project shall include:

- 1) Services to be rendered by City of Peoria include:
 - a) Develop and operate the Project as a youth apprenticeship in order to provide common employability skills, environmental literacy and other STEM-related classroom training, at least one industry recognized credential, and work-based service-learning for participants recruited from the population of Workforce Innovation and Opportunity Act (WIOA) eligible, opportunity youth in the Peoria region that are between the ages of the 18 to 24 years old.
 - b) Provide letters of recommendation in support of applications from Project completers for available Construction Trades Apprenticeship openings.
- 2) Services to be rendered by Career Link include:
 - a) Maintain a role on the PeoriaCorps Advisory Committee to help inform the evolution and anticipated future expansion of the Project.
 - b) Provide TABE testing and assessment and enrollment of eligible youth into WIOA as prospective candidates for the Project. The assessment will include a discussion of an individual's post-secondary plans including, but not limited to, an introduction to apprenticeship opportunities, certificate and degree programs and employment opportunities.
 - c) Provide referrals of candidates to the Project that are WIOA eligible, meet the definition of opportunity youth and that will be 18 to 24 years old as of the start of the Project. Minimum TABE test score for referred Project candidates will be 8th grade with a goal of having the majority test at 9th grade or better.

- d) Provide an in-service career planning classroom training module to Project participants.
- e) Provide in-service supportive services and case management for Project participants
- f) Provide post-Project career planning and case management support to assist Project completers in pursuing one or more of the following options. Career Link will also provide follow-up services.
 - i) Acceptance in a Registered Apprenticeship Program. Career Link will fund the on-the-job training (OJT) component of the Registered Apprenticeship Program.
 - ii) Enrollment in post-secondary training or education in a defined demand occupation. Career Link will pay tuition and fees beyond the Project's anticipated AmeriCorps Education Award in accordance with Career Link's ITA Policy.
 - iii) Assistance in securing full-time employment.
 - iv) Participation in OJT in accordance with Career Link's OJT Policy.
 - v) Placement with an employer to gain work experience that corresponds to the Project completer's career goals.

Modification or Amendment

The Memorandum can be modified or amended at any time subject to the written agreement of both the City of Peoria and WCIBCTC.

Termination

The Memorandum may be terminated by either party with 30 days notice.

Points of Contact

Anthony Corso, Chief Innovation Officer
 City of Peoria
 419 Fulton Street
 Peoria, Illinois 61602

Steve Martin, Executive Director
 Career Link – An Illinois Worknet™ Center
 2956 Court Street (Sunset Plaza)
 Pekin, Illinois 61554

Authorized Signatures

City of Peoria

Signature: *Anthony P. Corso*

Title: Chief Innovation Officer

Career Link

Signature: *Steve W. Martin*

Title: Executive Director

Memorandum of Understanding

This Memorandum of Understanding (the “Memorandum”) is made on this April 13, 2017, by and between the City of Peoria of 419 Fulton Street, Peoria, Illinois 61602 (referred to as the “City of Peoria”) and Illinois Central College of 1 College Drive, East Peoria, Illinois 61635 (referred to as “ICC”) for the purpose of achieving the aims and objectives relating to the City of Peoria’s PeoriaCorps Program (the “Project”). In exchange for ICC’s partnership with the City of Peoria, ICC will have access to an additional career pathway option for GED program completers, receive payment from the City of Peoria for providing Project classroom training, and have access to a new pipeline of opportunity youth Project completers that can use their post-Project education awards to participate in ICC’s post-secondary education and training programs.

WHEREAS the City of Peoria and ICC agree to work together to complete the Project.

AND WHEREAS the City of Peoria and the ICC desire to enter into a Memorandum of Understanding between them, setting out the working arrangements that each party agrees are necessary for the success of the Project.

Purpose

The purpose of this Memorandum is to provide a framework for the collaboration between the City of Peoria and ICC in furtherance of their mutual goals related to the Project. The parties agree that this Memorandum creates no binding agreement except that both parties shall work collaboratively to achieve the aims and objectives of the Project.

Cooperation

The parties’ services for the Project shall include:

- 1) Services to be rendered by City of Peoria include:
 - a) Develop and operate the Project as a youth apprenticeship in order to provide common employability skills, environmental literacy and other STEM-related classroom training, at least one industry recognized credential, and work-based service-learning for participants recruited from the population of Workforce Innovation and Opportunity Act (WIOA) eligible, opportunity youth in the Peoria region that are between the ages of the 18 to 24 years old.
- 2) Services to be rendered by ICC include:
 - a) Provide recommendations of candidates that both meet the definition of opportunity youth and that will be 18 to 24 years old as of the start of the Project from completers of existing ICC GED programs for recruitment to the Project.
 - b) Provide in-service classroom training for the Project including, but not limited to, OSHA 10 and other industry recognized credential training on a fee for service basis.
 - c) Serve as a post-Project education partner by supporting applications for full-time, post-secondary education of Project completers via a Registered Apprenticeship, certificate and degree programs offered by ICC.
 - d) Maintain a role on the PeoriaCorps Advisory Committee to help inform the evolution and anticipated future expansion of the PeoriaCorps program.

Modification or Amendment

The Memorandum can be modified or amended at any time subject to the written agreement of both the City of Peoria and ICC.

Termination

The Memorandum may be terminated by either party with 30 days' notice.

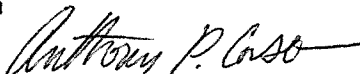
Points of Contact

Anthony Corso, Chief Innovation Officer
City of Peoria
419 Fulton Street
Peoria, Illinois 61602

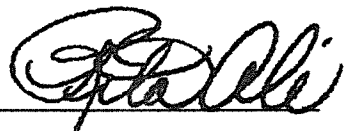
Rita Ali, Vice President of Diversity, International, and Adult Education
Illinois Central College
1 College Drive
East Peoria, Illinois 61635

Authorized Signatures

City of Peoria

Signature: 
Title: CHIEF INNOVATION OFFICER

ICC

Signature: 
Title: VP of Diversity, International
& Adult Education

4/13/17

Memorandum of Understanding

This Memorandum of Understanding (the “Memorandum”) is made on this April 13, 2017, by and between the City of Peoria of 419 Fulton Street, Peoria, Illinois 61602 (referred to as the “City of Peoria”) and the West Central Illinois Building and Construction Trades Council of 400 NE Jefferson Street, Suite 403, Peoria, Illinois 61603 (referred to as “WCIBCTC”) for the purpose of achieving the aims and objectives relating to the City of Peoria’s PeoriaCorps Program (the “Project”). Through this partnership with the City of Peoria, WCIBCTC will have access to a new pipeline of opportunity youth Project completers available to participate in regional Construction Trade Apprenticeship programs.

WHEREAS City of Peoria and WCIBCTC agree to work together to complete the Project.

AND WHEREAS the City of Peoria and WCIBCTC desire to enter into a Memorandum of Understanding between them, setting out the working arrangements that each of the partners agree are necessary for the success of the Project.

Purpose

The purpose of this Memorandum is to provide a framework for the collaboration between the City of Peoria and the WCIBCTC in support of the Project.

Cooperation

The parties’ services for the Project shall include:

- 1) Services to be rendered by City of Peoria include:
 - a) Develop and operate the Project as a youth apprenticeship in order to provide common employability skills, environmental literacy and other STEM-related classroom training, at least one industry recognized credential, and work-based service-learning for participants recruited from the population of Workforce Innovation and Opportunity Act (WIOA) eligible, opportunity youth in the Peoria region that are between the ages of the 18 to 24 years old.
 - b) Provide letters of recommendation in support of applications from Project completers for available Construction Trades Apprenticeship openings.
- 2) Services to be rendered by WCIBCTC include:
 - a) Maintain a role on the PeoriaCorps Advisory Committee to help inform the evolution and anticipated future expansion of the Project.
 - b) Provide an introduction to the Construction Trades twice annually during a classroom training session with each of the two Project crews operated each year. Additional instruction on construction topics will be offered throughout the Project term by affiliates of WCIBCTC to supplement the introductory training.
 - c) Facilitate the communication of available Construction Trade Apprenticeship openings to interested Project completers and provide such completers with support and guidance in the Construction Trade Apprenticeship application process.

Modification or Amendment

The Memorandum can be modified or amended at any time subject to the written agreement of both the City of Peoria and WCIBCTC.

Termination

The Memorandum may be terminated by either party with 30 days notice.

Points of Contact

Anthony Corso, Chief Innovation Officer
City of Peoria
419 Fulton Street
Peoria, Illinois 61602

Clint Drury, Executive Director
West Central Illinois Building and Construction Trades Council
400 NE Jefferson Street, Suite 403
Peoria, Illinois 61603

Authorized Signatures

City of Peoria

Signature: Anthony P. Corso

Title: CHIEF INNOVATION OFFICER

WCIBCTC

Signature: [Handwritten Signature]

Title: Executive Director

CERTIFICATION	STATE OF ILLINOIS UNIFORM GRANT BUDGET TEMPLATE	Agency: Commerce & Econ. Opportunity
Organization Name: City of Peoria	CSFA Description: WIOA Statewide Activities	NOFO # 75-216
CSFA Number: 420-30-75	DUNS# 071435150	Fiscal Year(s) : 2017-2018 (City of Peoria)
Grant Number: 0		

(2 CFR 200.415)

“By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate and that any false, fictitious, or fraudulent information or the omission of any material fact, could result in the immediate termination of my grant award(s).

City of Peoria
Institution/Organization

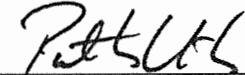

Signature

Jim Scroggins
Name of Official

Finance Director
Title
Chief Financial Officer (or equivalent)

4-17-2017
Date of Execution

City of Peoria
Institution/Organization


Signature

Patrick Urich
Name of Official

City Manager
Title
Executive Director (or equivalent)

4/17/17
Date of Execution

Note: The State awarding agency may change required signers based on the grantee’s organizational structure. The required signers must have the authority to enter into contractual agreements on behalf of the organization.