



## 2019-2020 Florida Job Growth Grant Fund Workforce Training Grant Proposal

Proposal Instructions: The Florida Job Growth Grant Fund Proposal (this document) must be completed and signed by an authorized representative of the entity applying for the grant. Please read the proposal carefully as some questions may require a separate narrative to be completed. If additional space is needed, attach a word document with your entire answer.

### Entity Information

Name of Entity: United Against Poverty

Federal Employer Identification Number (if applicable): [REDACTED]

Primary Contact Name: Annabel Robertson

Title: Executive Director

Mailing Address: 2050 40th Ave, Suite 9

Vero Beach, Florida 32960

Phone Number: 772-564-9365

Email: annabel@unitedagainstpoverity.org

Secondary Contact Name: Franklin (trip) Snelson

Title: Project Director

Phone Number: 772-205-2286

### Workforce Training Grant Eligibility

Pursuant to 288.101, F.S., the Florida Job Growth Grant Fund was created to promote economic opportunity by improving public infrastructure and enhancing workforce training. This includes workforce training grants to support programs offered at state colleges and state technical centers.

Eligible entities must submit proposals that:

- Support programs and associated equipment at state colleges and state technical centers.
- Provide participants with transferable and sustainable workforce skills applicable to more than a single employer.
- Are offered to the public.
- Are based on criteria established by the state colleges and state technical centers.
- Prohibit the exclusion of applicants who are unemployed or underemployed.

**1. Program Requirements:**

(If additional space is needed, attach a word document with your entire answer.)

Each proposal must include the following information describing how the program satisfies the eligibility requirements listed on page 1.

- A. Provide the title and a detailed description of the proposed workforce training.  
See attached.

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- B. Describe how this proposal supports programs at state colleges or state technical centers.  
See attached.

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- C. Describe how this proposal provides participants transferable, sustainable workforce skills applicable to more than a single employer.  
See attached.

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- D. Describe how this proposal supports a program(s) that is offered to the public?  
See attached.

- 
- E. Describe how this proposal is based on criteria established by the state colleges and state technical centers.  
See attached.

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- F. Does this proposal support a program(s) that will not exclude unemployed or underemployed individuals?

Yes       No

See attached.

- G.** Describe how this proposal will promote economic opportunity by enhancing workforce training. Please include the number of program completers anticipated to be created from the proposed training. Further, please include the economic impact on the community, region, or state and the associated metrics used to measure the success of the proposed training.

See attached.

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**2. Additional Information:**

(If additional space is needed, attach a word document with your entire answer.)

- A.** Is this an expansion of an existing training program?  Yes  No  
 If yes, please provide an explanation for how the funds from this grant will be used to enhance the existing program.

See attached.

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- B.** Does the proposal align with Florida's Targeted Industries?  Yes  No  
 (View Florida's Targeted Industries here.)

If yes, please indicate the specific targeted industries with which the proposal aligns.

If no, with which industries does the proposal align?

See attached.

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- C.** Does the proposal align with an occupation(s) on the Statewide Demand Occupations List and/ or the Regional Demand Occupations List?

(View Florida's Demand Occupations Lists here.)  Yes  No

If yes, please indicate the specific occupation(s) with which the proposal aligns.

If no, with which occupation does the proposal align?

See attached.

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**D.** Indicate how the training will be delivered (e.g., classroom-based, computer-based, other).  
If in-person, identify the location(s) (e.g., city, campus, etc.) where the training will be available.

If computer-based, identify the targeted location(s) (e.g. city, county, statewide, etc.) where the training will be available.

See attached.

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**E.** Indicate the number of anticipated annual enrolled students and completers in the proposed program.

See attached.

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**F.** Indicate the length of program (e.g., quarters, semesters, weeks, etc.), including anticipated beginning and ending dates.

Begin Date: \_\_\_\_\_

End Date: \_\_\_\_\_

See attached.

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**G.** Describe the plan to support the sustainability of the program after grant completion.

See attached.

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**H.** Identify any certifications, degrees, etc. that will result from the completion of the program. Please include the Classification of Instructional Programs (CIP) code and the percent of completers in each code, corresponding with Section E.

See attached.

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**I.** Does this project have a local match amount?

Yes       No

If yes, please describe the entity providing the match and the amount. (Do not include in-kind.)

See attached.

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- J. Provide any additional information or attachments to be considered for the proposal.  
See attached.

**3. Program Budget**

(If additional space is needed, attach a word document with your entire answer.)

**Estimated Costs and Sources of Funding:** Include all applicable workforce training costs and other funding sources available to support the proposal.

<b>1.) Total Amount Requested</b>	<b>\$560,000.00</b>	<hr/>
Florida Job Growth Grant Fund		

**A. Other Workforce Training Project Funding: Sources:**

City/County	\$50,000.00	<hr/>
Private Sources	\$1,419,775.00	<hr/>
Other (grants, etc.)	\$837,500.00	<hr/>
<b>Total Other Funding</b>	<b>\$2,307,275.00</b>	<hr/>

Please Specify: \_\_\_\_\_

**B. Workforce Training Project Costs:**

Equipment	\$	<hr/>
Personnel	\$	<hr/>
Facilities	\$	<hr/>
Tuition	\$	<hr/>
Training Materials	\$	<hr/>
Other		<hr/>
<b>Total Project Costs</b>	<b>\$2,867,275.00</b>	<hr/>

See attached documentation.  
Please Specify: \_\_\_\_\_

**Note:** The total amount requested must be calculated by subtracting the total other workforce training project funding sources in A. from the total workforce training project costs in B.

- C. Provide a detailed budget narrative, including the timing and steps necessary to obtain the funding, how equipment purchases will be associated with the training program, if applicable, and any other pertinent budget-related information.

See attached.

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#### 4. Approvals and Authority

(If additional space is needed, attach a word document with your entire answer.)

- A. If entity is awarded grant funds based on this proposal, what approvals must be obtained before it can execute a grant agreement with the Florida Department of Economic Opportunity (e.g. approval of a board, commission or council)?  
Approval of Board of Directors.

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- B. If approval of a board, commission, council or other group is needed prior to execution of an agreement between the entity and the Florida Department of Economic Opportunity:
    - i. Provide the schedule of upcoming meetings for the group for a period of at least six months.
    - ii. State whether entity is willing and able to hold special meetings, and if so, upon how many days' notice.  
A special meeting can be called with 10 days notice.

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- C. Attach evidence that the undersigned has all necessary authority to execute this proposal on behalf of the entity. This evidence may take a variety of forms, including but not limited to: a delegation of authority, citation to relevant laws or codes, policy documents, etc.

Article 7 of the UP, Inc by-laws subsection "D" give authority for any officer to seek or accept gifts for general and spcial purposes of the corporation. Subsection A states that to excute a grant contract UP Inc Board of Directors would need to provide authroization to the CEO to approve the agreement.

I, the undersigned, do hereby certify that I have express authority to sign this proposal on behalf of the above-described entity and to the best of my knowledge, that all data and information submitted in proposal is truthful and accurate and no material fact has been omitted.

Name of Entity: United Against Poverty

Name and Title of Authorized Representative: Annabel Robertson

Representative Signature: 

Signature Date: 11/8/19

1. Program Requirements

**A. Provide the title and a detailed description of the proposed workforce training. If additional space is needed, attach a word document with your entire answer.**

Success Training for Employment Program Expansion in Indian River County, FL

“By any objective measure United Against Poverty is moving the poverty needle better than anyone else in the Country” Dr. Robert Lupton, Author “Toxic Charity” and “Charity Detox, What Charity Would Look Like if we Cared About the Results”

The reason United Against Poverty (UP) exists is to inspire and empower people living in poverty to lift themselves and their families to economic self-sufficiency. Fundamentally, UP believes that providing people in need a “Hand Up” is the proper path to empower individuals to break the cycle of poverty. This is a philosophical alternative to “one-way” giving, a model that has done little to impact poverty during the last 50 years.

UP began as a small nonprofit organization, known as Harvest Food & Outreach Center on Old Dixie Highway in south Vero Beach. The initial program was a cost-share (co-op) model grocery program. That was 2003 and the rest is history. Today, the organization serves about 2,500 families a day through its facilities in Indian River County, Ft. Pierce and Orlando. UP has robustly expanded its programs and services since its inception to provide motivated participants a pathway to economic self-sufficiency. A privately funded 46,000 SF New UP Center will be opening in January 2020 that will provide the facility resources needed to support the program expansion discussed in this application.

UP’s Success Training for Employment Program (STEP) is a three-phase program intended to provide both tangible skills and ongoing support to assist motivated individuals to move from unemployment to sustained employment and financial self-sufficiency through classroom training, job placement support, and ongoing job and career development support. The program goal is to lift families out of poverty through employment and job retention. It is intended for people with barriers to employment including poor work history, incarceration, and low educational achievement.

Phase 1 – Classroom Training. 120 hours of classroom training utilizing UP’s STEP into the Workplace Curriculum that provides 40 hours (each) of Job Acquisition Skills, Work Skills and Emotional Intelligence Training. Utilizing cohort educational strategies this program provides skills training that supports development of critical employability skills including verbal communication, teamwork, commercial awareness, analysis, and self-motivation. Participants can earn eight internationally recognized workplace skills certifications issued from The Retail Institute in Customer Service, Cashiering, Safe Food Handling, Personal Hygiene, Professionalism, Business Ethics, Site Place Safety, and Sexual Harassment. All STEP staff are certified by National Financial Education Council as financial educators and the curriculum includes financial education including budgeting, savings, debt reduction, credit repair and employment benefits. The goal of Phase I is to establish a strong foundation for employability; providing the skills needed to be a reliable employee.

Phase 2 – Workforce Development. Upon graduation from Phase 1, the participants enter Phase 2 of the program focused on employment preparation and job placement. UP’s Jobs Development



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Manager leads an externally facing team that creates relationships with local employers (Employment Partners) and identifies employment opportunities and skill needs of employers. UP determines 'Send Out Ready' status for each participant. They connect participants with opportunities for employment, assist in preparing participants for specific interview opportunities, and retain connection with employers to support human resource functions during a participant's employment. The goal of Phase 2 is employment.

Phase 3- Success Coaching. Provides a long-term relationship (1 to 3 years) with a personalized Success Coach that provides employment support, job retention and career development support. Together the employed participant and Coach work on a 6-part Success Plan that includes job retention, resource connection, career and educational development and financial planning. UP verifies employment, tracks Self-sufficiency matrix data quarterly, and maintains data in HUD's HMIS system. Success Coaching is an innovative function that provides support for those learning skills to retain long-term employment in their career pathway. The goal of Phase 3 is employment retention and career development.

STEP also provides regular workshops, graduation celebration, and annual celebration for all participants

**B. Describe how this proposal supports programs at state colleges or state technical centers. If additional space is needed, attach a word document with your entire answer.**

UP has also partnered with Indian River County's Treasure Coast Technical College (TCTC) for a direct vocational training opportunity for STEP graduates. The first class, launched in August 2019, includes 11 participants who are working on the 1,050-hour curriculum for Pharmacy Technician Certification. UP staff will be at the college mentoring and teaching these participants weekly.

Additionally, UP is providing their emotional intelligence training component of STEP to 3 other TCTC vocational programs. This promises to improve job retention for non-STEP graduates and to create a strong foundation for ongoing support for TCTC students on their journey to economic self-sufficiency.

UP and Indian River State College (IRSC) are currently developing an Entrepreneur Career Development program that will be taught at the New UP Center. The course will include technology training, business plan development, risk evaluation, operations and financial evaluation. The goal of the program is for students to gain a fundamental understanding of small business ownership, create a business plan, and connect them with ongoing mentorship through Small Business Development Center, Pioneer Incubator, and the Corporate and Community Training Institute.

Finally, STEP provides a funnel of students into public secondary education institutions in Indian River County including IRSC and TCTC. Forty-four percent of STEP program graduates seek secondary or vocational education following their participation. Counseling provided during STEP encourages participants to seek secondary education at state schools. Given that the population the STEP program serves have significant barriers to employment, it is reasonable to expect that both current and future STEP graduates would likely not seek secondary education without participating in the STEP program.

**C. Describe how this proposal provides participants transferable, sustainable workforce skills applicable to more than a single employer. If additional space is needed, attach a word document with your entire answer.**

STEP provides participants with accredited certifications, employment history, emotional intelligence skills, and opportunities to earn gainful employment. STEP participants are offered an opportunity to earn up-to eight nationally recognized training certificates as part of the curriculum. The certifications are intended to create a foundation of employability skills including; professionalism, business ethics, sexual harassment, food handling, personal hygiene, site place safety, customer service, and cashiering. They provide basic employability skills that are applicable to most employers and occupations. Currently, these internationally recognized credentials are issued through a partnership with the IGA/Coca Cola Retail Learning Institute, a five million-dollar computer-based training platform.

According to a CareerBuilder survey of over 2100 employers in 2014, over 77% of employers stated that soft skills are as important as hard skills. They identified emotional intelligence as a critical skill for successful employment. UP's STEP program is developed around their STEP into the Workplace Curriculum. Central to this curriculum is *Emotional Intelligence* training which is an innovative foundation curriculum and job retention strategy. This curriculum provides both theoretical and practical strategies that develop relational management skills, self-control and social awareness.

As evidence to the value of their curriculum, UP in Indian River County currently works with 167 employment partners on the Treasure Coast willing to interview and offer job opportunities to STEP graduates. To ensure sustainability of the workforce skills that are developed, each participant is paired with a personal Success Coach who continues to work with them for up to three years to ensure they excel in their current position and become a strong candidate for future career advancement opportunities. Additionally, each Success Coach is a certified financial educator through the National Financial Educator's Council who assists STEP participants with financial education, goal setting and achievement during this period.

**D. Does this proposal support a program(s) that is offered to the public?**

Yes. All programs at UP are offered at no cost to the public that economically qualify by earning 200% or less than the Federal poverty level.

**E. Describe how this proposal is based on criteria established by the state colleges and technical centers. If additional space is needed, attach a word document with your entire answer.**

STEP aligns with Strategic Plan Framework established and documented in the Florida College System's Strategic Plan 2018-2020 as follows:

Access: UP's programming enhances the number of students enrolling in education by removing barriers and therefore expanding access. In addition to promoting high school graduation, and General Equivalency Diploma (GED) programs for participants without such credentials, UP's general education programming also promotes post-secondary education and vocational training. Our programs include GED tutoring and basic computer skills to help participants to successfully navigating GED testing. In STEP's Career Pathway planning, if a participant's career development plan requires ongoing educational achievement, the goals are sequentially set by the Success Coach and participant. Once the GED is achieved as a pre-requisite for entry into the state college, STEP participants then move towards subsequent educational opportunities. Forty-four percent (44%) of

STEP graduates seek secondary education and/or vocational training following their program participation.

Affordability:

Counseling provided during STEP encourages participants to seek secondary education at state schools. Our STEP teachers are certified financial educators. Budgeting, household saving strategies, and basic financial education are all components of our STEP curriculum. Our success coaches are familiar with scholarship opportunities for low-income individuals and share that information with students seeking additional educational opportunities.

Achievement

UP's STEP staff continuously improves and innovates to serve more of their neighbors-in-need in Indian River County. For example, UP is has brought STEP to the Alternative Center for Education (ACE) in Indian River County in August 2019. This center serves young people who are unable to attend or perform successfully in a traditional public high school. UP staff, working with Principal Denny Hart and ACE teachers are offering the 120-hour STEP Program to students in the 2019-2020 academic year. This proactive collaboration will enable students to enter the workforce following graduation holding up to 8 internationally recognized job certifications. It will provide the graduates with access to Job Placement through Phase 2 of STEP. Once employed UP will provide ongoing Success Coaching to continue job growth through education, vocational training and job retention skills. The goal is to help at-risk youth enter the workforce with opportunity and support that will make a long-term impact in their lives. This promotes student achievement, so all students have opportunity to succeed, including at-risk youth.

Articulation & Workforce:

Given that the population STEP serves have significant barriers to employment, including limited work history, no work history, substance abuse, mental health issues, and criminal backgrounds, it is reasonable to expect that both current and future STEP graduates would likely not seek or remain in secondary education at state colleges and technical centers and prepare for their next steps through articulation into an upper-division program or direct entry into the workforce with a high-paying job without have participated in STEP.

STEP presently has a 90% success rate of employment for all graduates, exceeding the performance indicator target of 84.6% specified in the Florida College System's Strategic Plan for 2018-2020 within one-year of completion. Further, as described in the response to 1.C., STEP participants can earn up-to eight internationally recognized basic employment certificates during the training. These certificates are resume-builders and transferable to future employment opportunities.

**F. Does this proposal support a program(s) that will not exclude unemployed or underemployed individuals?**

Yes. The programs at UP are specifically designed to serve unemployed and underemployed individuals, including displaced workers.

**G. Describe how this proposal will promote economic opportunity by enhancing workforce training. Please include the number of jobs anticipated to be created from the proposed training. Further, please include the economic impact on the community, region, or state and the associated metrics used to measure the success of the proposed training. If additional space is needed, attach a word document with your entire answer.**

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The following table illustrates an estimate of UP’s current annual economic impact to Indian River County, and its projected annual economic impact once the program expansion for STEP is completed in 2024:

	Current UP Annual Economic Impact	Future UP Annual Economic Impact
STEP Workforce Development Direct Wage Impact (cumulative)	\$9,198,197	\$29,688,454
UP’s Organizational Economic Impact	\$3,320,949	\$3,947,596
Training/Retraining Costs Avoided Impact	\$20,600	\$61,800
Social Cost Avoidance	\$5,255,400	\$15,766,200
Co-op Grocery Impact	\$4,820,000	\$8,735,800
Volunteer Impact	\$401,376	\$662,270
<b>Total</b>	<b>\$23,016,522</b>	<b>\$58,862,120</b>

*Detailed supporting documents for these estimate calculations are available upon request*

**Projected Schedule of Enhanced STEP Job Creation:**

Presently, UP graduates approximately 100 individuals per year and places them into employment. The 5-year plan for program growth will demonstrate a 300% growth in program services which represents a conservative market share in the community being served. The current 1-year retention rate of STEP employed graduates is 84%, higher than the national average of 81% according to the National Society of Human Resource Managers.

The STEP program expansion is projected as follows:

- 2020 Increase STEP graduates to 120 per year
- 2021 Increase STEP graduates to 144 per year
- 2022 Increase STEP graduates to 173 per year
- 2023 Increase STEP graduates to 250 per year
- 2024 Increase STEP graduates to 300 per year

Since its inception in 2015, the 377 STEP graduates that are currently employed are now cumulatively generating over \$9 million in direct wages impact annually. If this success rate is extrapolated, by 2024 this program will have a projected 1,216 employed graduates (projecting a conservative 85% program completion rate and the same current average wage rate). Cumulatively, they will generate over \$29 million in direct wages annually by the end of 2024, creating a strong return on this one-time investment.

In addition to the increase in direct wages and the associated indirect impact, STEP and UP’s three other supporting programs will generate return on investment from the expansion of programming associated with the New UP Center from these additional areas of value:

- UP’s Organizational Economic Impact (value of the organization’s salaries and services in Indian River County)

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- Reduced training and re-training costs to employers based on STEP graduates' high 1-year annual retention rate compared to industry average
- Social cost avoidance (reduction of public assistance as STEP graduates become gainfully employed)
- Impact of UP's co-op grocery/personal care items program
- Value of the collaborative partner rental impact to UP's organizational sustainability
- Value of the volunteer service associated with UP to the community

2. Additional Information

- A. Is this an expansion of an existing training program? If yes, please provide an explanation of how funds from this grant will be used to enhance the existing program. If additional space is needed, attach a word document with your entire answer.**

Yes. UP's STEP expansion will serve more participants. Funds from this grant will be used to cover 20% of the costs associated with tripling the number of STEP graduates over a 5-year period.

- B. Does the proposal align with Florida's Targeted Industries? (View Florida's Targeted Industries here.) If yes, please indicate the targeted industries with which the proposal aligns? If additional space is needed, attach a word document with your entire answer.**

Yes, STEP is a foundational program that aligns with Florida's Targeted, as well as all other industries. An analysis of initial job placements from 2016-2018 indicates that 27% of all initial job placements were associated with Florida's Targeted Industries (Manufacturing 15%, Finance/Professional Services 5%, and Life Sciences 7%). A similar percentage of alignment with Florida's Targeted Industries is anticipated for the increase in number of graduates that result from the expansion of STEP. It should be noted that Piper Aircraft employs more STEP graduates than any other UP employment partner. Aviation/Aerospace is a Florida Targeted Industry for Incentives. Piper has stated that they desire to continue to employ graduates of STEP (reference *Piper Aircraft letter of support included with this proposal*).

- C. Does the proposal align with an occupation(s) on the Statewide Demand Occupations List and/or the Regional Demand Occupations List? (View Florida's Demand Occupation Lists here.) If yes, please indicate the occupation(s) with which the proposal aligns. If no, with which occupation does the proposal align? If additional space is needed, attach a word document with your entire answer.**

Yes, STEP is a foundational program that aligns with the Statewide and Regional Demand Occupations, as well as all other occupations. An analysis of initial job placements from 2016-2018 indicates that 59.2% of the initial job placements align with Occupational titles listed in Workforce Development Area 20's 2018-2019 Regional Demand Occupations list. The following table provides information on the alignment of STEP program graduates with Regional Demand

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and other occupations.

Program Title	Percentage	Regional Demand Occupation	SOC	CIP	Fed CIP
Customer Service Representative	19.1%	First-Line Super. Of Office & Admin. Support Workers	431011	0252041100	520411
Manufacturing Technology	15.0%	Sales Representatives, Wholesale and Manufacturing, Technical ar	414011	0615061307	150613
Food Service	12.7%	Food Service Managers	119051	0252090500	520905
Marketing	12.0%	Retail Salespersons			521401
Healthcare/Medical Office Specialist	7.5%	Medical Secretaries	436013	0351071603	510716
		Medical Records and Health Information Technicians	292071	0351071602	510716
Social Service	7.5%				511504
Hospitality & Lodging	6.7%				520904
Janitorial Services	5.2%				460401
Commercial Foods	3.7%				120503
Early Childhood Education	1.5%				190709
Insurance Sales Agents	4.5%	Insurance Sales Agents	413021	0252190803	413021
Building Construction Technology	1.1%				151001
Landscape Management	1.1%				010605
Agriculture, General	1.1%				010000
Sports, Fitness and Recreation Management	0.4%				310507
Cosmetology	0.4%				120401
Applied Welding Technologies	0.4%	Welders, Cutters, Solderers, and Brazers	514121	0648050802	480508

A similar percentage of alignment with Region 20’s Demand Occupations is anticipated for the increase in number of graduates that will result from the expansion of their program.

- D. Indicate how the training will be delivered (e.g. classroom-based, computer-based, other). If in-person, identify the location(s) (e.g. city, campus, etc.) where the training will be available. If computer-based, identify the targeted location(s) (e.g. city, county, statewide) where the training will be available. If additional space is needed, attach a word document with your entire answer.**

Training at the UP Center will be delivered in-person in a classroom setting. Thirty-three percent (33%) of all training curriculum is computer-based and facilitated within the classroom setting. The training will be provided at the New UP Center located at 1400 27<sup>th</sup> St. Vero Beach, Florida. A public transportation “Go-Line” Bus Stop is located at one of the facility entrances. Also, the UP Center is located adjacent to the Indian River County Administrative Complex, allowing facility users easy access to UP’s programs as well as county government resources.

- E. Indicate the number of anticipated enrolled students and completers. If additional space is needed, attach a word document with your entire answer.**

The following table illustrates the individuals enrolled and completing the classroom portion of STEP:

	Enrolled and Services provided	Graduated
2016 (actual)	118	105
2017 (actual)	120	109
2018 (actual)	115	101
2019 (projected)	125	110
2020 (projected)	165	150
2021 (projected)	208	187
2022 (projected)	241	219
2023 (projected)	275	250
2024 (projected)	330	300

**F. Indicate the length of program (e.g. quarters, semesters, weeks, etc.) including anticipated beginning and ending dates.**

The classroom portion of STEP curriculum is 6 weeks. Presently, UP provides 6 cycles of the classroom training annually. Success Coaching occurs with our STEP graduates after job placement for up-to 3 years, or until they achieve economic self-sufficiency (defined as 201% of Federal Poverty Level as defined by participant family size), whichever occurs first.

Since STEPs inception in 2015, 228 participants have lifted themselves and their families from poverty as defined by the Federal Government, and 77 have lifted themselves into economic self-sufficiency (above 200% of the Federal Poverty level) in Indian River County.

In the New UP Center opening in 2020, the addition of classrooms and a dedicated computer lab will provide UP the facility resources to expand its STEP training and provide 15 cycles annually. Additionally, with increased staffing levels, UP intends to offer afternoon and evening STEP cycles in its facility to allow greater access for Indian River County citizens.

**G. Describe the plan to support the sustainability of the proposal. If additional space is needed, attach a word document with your entire answer.**

UP anticipates an increase in its annual fund over the next 5-years to ensure sustainability of operations. This increase is based on converting donors who have made multi-year pledges for the New UP Center capital campaign to annual fund supporters.

UP embarked on Phase I of the Lifting Lives out of Poverty campaign in 2015 to provide funds to purchase a building of sufficient size to locate its operations under one roof and provide additional space to host its collaborating partners. Thanks to the generous support of community stakeholders UP successfully raised the \$2.2 million necessary (in cash and pledges) to purchase a 46,000 square-foot citrus distribution facility. It is in the historic Main Street area of Vero Beach directly east of the Indian River County Administration Center. UP closed on this building in cash in June of 2018.

In 2018, UP launched a \$3.9 Million (Phase II) campaign to fund the buildout, retrofit and improvement of this building. UP successfully won the campaign in the Spring of 2019. Forty percent (40%) by count of all pledges received (for up to 5-years) were from new investors to the organization. Therefore, the conversion of these capital donors to annual fund supporters as their pledge payment schedule is completed will replace the State funding requested for Indian River County STEP expansion after 2024.

Note that all funding received by UP for the purchase and retrofit of the New UP Center was provided by the private sector.

Collaborating partner organizations that will be co-located in the New UP Center include The Veterans Council, St. Helens Ministry for the Poor, VNA Community Education Program, Department of Children and Families Access Florida, AARP Foundation, and Treasure Coast Community Health Clinic. This innovative approach to co-locating organizations serving financially distressed families will provide increased efficiencies for the non-profit organizations and improved access to services under one roof for citizens.

- H. Identify any certifications, degrees, etc. that will result from the completion of the program. Please include the Classification of Instructional Program (CIP) code if applicable. If additional space is needed, attach a word document with your entire answer.**

STEP participants are offered an opportunity to earn up-to eight nationally recognized training certificates. The eight certificates are: Customer Service, Professionalism, Business Ethics, Sexual Harassment, Cashiering, Personal Hygiene, Site Place Safety, and Food Handling. These certificates are resume-builders and transferable to future employment opportunities. Additionally, each graduate receives a Certificate of Completion for STEP and a separate certification in the 40-hour Emotional Intelligence curriculum.

- I. Does this project have a local match amount? If yes, please describe the entity providing the match and the amount. If additional space is needed, attach a word document with your entire answer.**

Yes. UP projects that their annual fund (99% supported by Philanthropy in Indian River County) will cover 80% of the 5-year budget to expand STEP. Funding for STEP is currently provided through individual giving and grant funding. In the past year, 1,264 unique donors provided gifts to the annual fund. Forty-three foundations are supporting the organization. Special annual events such as the Thanksgiving Day Trot Against Poverty and the Valentine Ball provide additional revenue to support program operations.

- J. Provide any additional information or attachments to be considered for the proposal. If additional space is needed, attach a word document with your entire answer.**

Indian River County is one of the 12-county focus areas designated as Opportunities for Improved Economic Outcomes. This proposal specifically addresses the five areas identified for Indian River County needing improvement as follows:

- **High Unemployment** – In today's economy, with the labor market near full employment, this proposal addresses a key resource by reengaging individuals with barriers to employment back into the workforce. STEP provides tangible skills training that expands the capacity of the local unemployed labor force and works actively with local employers to ensure that specific local needs are being met. This intentional dual focus, both on the employee and employer needs, creates much greater success in employment and has been well received by our employer partners.
- **Minimal Labor Force Growth** – The STEP is designed to directly affect the capacity of workers to enter and thrive in a changing workforce. The program's high percentage of unemployed (77%) or underemployed (23%) graduates has direct impact on growing the areas labor pool. Thus, acting as countermeasure towards minimal organic labor force growth. To date this program has successfully reengaged over 400 local citizens and engaged 167 employers to partner in this effort. State of Florida support of STEP will allow a three-fold expansion of this success.
- **Low Labor Force Participation Rate** – STEP's high percentage of unemployed (77%) or underemployed (23%) participants is growing the area's labor pool; putting graduates in gainful employment and on a path to economic self-sufficiency. Workers with barriers to employment are gaining the soft and hard skills to enter the labor force and to successfully retain employment.
- **Annual Wages Below State Average** – UP's programming is designed to engage/reengage its clients into gainful employment and guide them to a career path towards economic self-



Florida Department of Economic Opportunity  
Workforce Training Grant Proposal – United Against Poverty

sufficiency. STEP students are a population that have significant barriers to employment and are unemployed or underemployed at STEP enrollment. STEP graduates entering the program with no work history, or chronic inability to retain employment, typically enter the workforce at the entry level. However, the program requires that the jobs offer a path for career advancement that aligns with a participant's Career Pathway. Student's select a career pathway during their training in STEP.

STEP benefits both the participant and the employer by adding participants into the workforce with basic employability skills rapidly available to the market. Indian River County STEP Graduates earn an average wage of \$11.73 per hour (39% above 2019 minimum wage). Although this wage is below the state average, it is a significant increase for the participants engaged in the program.

- **Rate of Individuals with Disabilities above State Avg.** - Indian River County has a higher than state average rate of persons with disabilities. Due to this, it has been imperative that STEP partner with a number of local agencies to provide job training for persons with visible and non-visible disabilities including: Mental Health Collaborative, Vocational Rehabilitation, New Horizons, EmployU, Mental Health Association and Substance Awareness Council, and The ARC of Indian River County. STEP has been successful in serving student referrals from these agencies. These students with a variety of barriers have successfully attained and retained employment through STEP.

**3. Program Budget**

3.1 See Application

A. See Application

B. Workforce Training Project Costs

Success Training for Employment Program Budget					
	2020	2021	2022	2023	2024
Salaries	\$ 272,989	\$ 317,179	\$ 361,614	\$ 406,302	\$ 451,252
Benefits	\$ 32,213	\$ 37,427	\$ 42,670	\$ 47,944	\$ 53,248
Equipment/Maintenance	\$ 4,664	\$ 4,783	\$ 4,926	\$ 5,075	\$ 5,227
Insurance	\$ 21,774	\$ 22,427	\$ 23,100	\$ 23,793	\$ 24,506
Facilities Maintenance	\$ 22,194	\$ 22,860	\$ 23,546	\$ 24,251	\$ 24,979
Office Supplies	\$ 3,440	\$ 3,543	\$ 3,649	\$ 3,759	\$ 3,872
Postage/Shipping	\$ 290	\$ 299	\$ 308	\$ 317	\$ 327
Printing/Publications	\$ 5,591	\$ 6,989	\$ 8,736	\$ 10,920	\$ 13,649
Licensing	\$ 5,100	\$ 5,900	\$ 6,700	\$ 7,500	\$ 8,300
Telephone/Internet	\$ 12,800	\$ 14,629	\$ 16,458	\$ 18,287	\$ 20,116
Conferences/Training	\$ 7,648	\$ 8,741	\$ 9,834	\$ 10,927	\$ 12,020
Travel	\$ 1,400	\$ 1,600	\$ 1,800	\$ 2,000	\$ 2,200
Utilities	\$ 8,298	\$ 8,547	\$ 8,803	\$ 9,067	\$ 9,340
Subtotal	\$ 398,401	\$ 454,924	\$ 512,144	\$ 570,142	\$ 629,036
General & Administrative	\$ 47,011	\$ 53,681	\$ 60,433	\$ 67,277	\$ 74,226
Total Annual Budget	\$ 445,412	\$ 508,605	\$ 572,577	\$ 637,419	\$ 703,262
Total 5 year budget	\$ 2,867,275				

C. Detailed Narrative

A five-year budget is presented to allow for a phased-in expansion of STEP from approximately 100 employed graduates per year to 300. Salaries and benefits are increased each year from 2020 through 2024 through the addition of one Full Time Employee (FTE) each year. Equipment and facilities maintenance, office supplies, postage and shipping, and utilities are escalated at 3% annually over the 5-year period. Printing/publishing is escalated at 25% each year corresponding to the approximate increase in STEP participants each year. Licensing is increased by \$800 each year for the additional FTE each year for software usage. Conferences and training and travel are increased each year based on the current budget per FTE with an additional FTE added each year. Our 2018 General and Administrative rate of 11.8% for UP-Indian River County was applied to each's years budgeted cost for STEP.

Florida Department of Economic Opportunity  
Workforce Training Grant Proposal – United Against Poverty

4. See Application

Robert and Nancy Puff  
321 Palmetto Point  
Vero Beach, FL 32963

To: Florida Department of Economic Opportunity

Date: November 8, 2019

Re: Letter of Support, United Against Poverty Florida Job Growth Grant

Dear Sir/Madam:

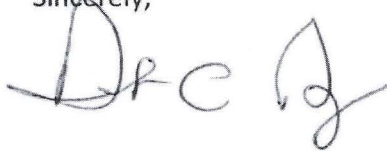
We are sending this letter to express our strong support for United Against Poverty's (UP) application for funds from the Florida Job Growth Grant fund.

UP provides a significant benefit to Indian River County's economy. They fill a gap in workforce development; bringing unemployed and underemployed individuals back into the workforce. Their unique approach to empowering individuals with barriers to employment has transformed 377 lives since its inception in 2015. Their program graduates are now cumulatively generating over \$9 million in direct wages annually from gainful employment.

The New UP Center opening in 2020 will provide UP the facility resources to triple the number of its workforce development program graduates. This will dramatically enlarge the organization's economic impact in Indian River County, benefit their 167 current employment partners on the Treasure Coast, and transform lives.

The philanthropic community in Indian River County has spoken and provided the significant funds needed to establish the New UP Center. We encourage the State of Florida to join us and support United Against Poverty's grant application for expanding their workforce development program.

Sincerely,



Robert C. Puff Jr.



Nancy L. Puff



J. Gregory Rosencrance, MD, FACP  
President

To: Florida Department of Economic Opportunity  
From: Dr. J. Gregory Rosencrance  
Date: November 8, 2019  
Re: Letter of Support, United Against Poverty Florida Job Growth Grant

Dear Sir/Madam:

I am pleased to write this letter of support for United Against Poverty's (UP) application for funds from the Florida Job Growth Grant fund.

Cleveland Clinic started operating Cleveland Clinic Indian River Hospital in January 2019. I had the pleasure of touring UP's facilities and seeing their work first-hand in June. Based on that experience, Cleveland Clinic and UP have formed a partnership at a programmatic level. Follow up meetings have been held with our Human Resources Manager, Chief Operating Officer, and UP's Job Developer. We are partnering to employ graduates from their unique Success Training for Employment Program (STEP) for individuals with significant barriers to employment at our Hospital.

Further, Cleveland Clinic is sponsoring UP's events, and I am personally serving as a volunteer and financially supporting UP's critical work in Indian River County.

The expansion of their STEP program described in UP's job growth grant application will allow UP the resources to triple the number of its STEP graduates over a 5-year period. Thus, increasing the available workforce with basic employability skills highly desired by employers Indian River County like the Cleveland Clinic.

I encourage the State of Florida to support UP's grant application.

Sincerely,

A handwritten signature in cursive script that reads 'J. Gregory Rosencrance, MD, FACP'.

J. Gregory Rosencrance, MD, FACP  
President



James Funk  
Chief Operating Officer

September 14, 2018  
Florida Department of Economic Opportunity  
107 E. Madison Street  
Caldwell Building  
Tallahassee FL 32399

Re: Letter of Support, United Against Poverty Florida Job Growth Grant

Dear Sir/Madam,

It is my pleasure to write this letter of support for United Against Poverty's (UP) application for funds from the Florida Job Growth Grant fund.

Piper Aircraft (Piper) is a leading manufacturer of general aviation aircraft with world-wide distribution. Piper is headquartered in Indian River County, Florida and has been manufacturing aircraft from its Vero Beach location since 1957. Having a capable and reliable workforce is essential to our success.

Piper has hired more workers from UP's workforce development program in Indian River County than any other employer. UP's Success Training for Employment (STEP) program provides a unique combination of basic workforce and emotional intelligence skills training, and success coaching to individuals with barriers to employment. We have witnessed STEP program's graduates advance through our organization. Their commitment and dedication to their job performance is a testament to the value of their STEP program training at UP. We consider them an important collaborative partner to our success and hope to employ many more STEP graduates in the future.

We hope that their request for funding from the Florida Job Growth Grant fund is given serious consideration. A New UP Center in Indian River County will expand their programming, and constructively engage chronically unemployed and underemployed individuals into the workforce.

Piper has given UP's program expansion serious consideration and is pleased to announce that it is joining many other private-sector parties in funding this initiative. We hope the State of Florida will join us and strongly support this important project.

If you have any questions, please contact me at 772-299-2668.

Sincerely,

A handwritten signature in black ink, appearing to read "James Funk".

James Funk  
Chief Operating Officer

*Tim Zorc*  
*Commissioner, District 3*  
*Office: 772-226-1492*  
*Email: tzorc@ircgov.com*



September 14, 2018

Re: Letter of Support, United Against Poverty Florida Job Growth Grant

Dear Sir/Madam:

I am sending this letter in support of United Against Poverty's ("UP") application with the Florida Department of Economic Opportunity for the Florida Job Growth Grant Fund.

UP is an exceptional organization that has developed a unique program to assist unemployed and underemployed individuals with overcoming barriers to attain gainful employment. Specifically, UP serves those in poverty by providing crisis care, case management, education, food, employment training and placement and personal empowerment training. UP estimates that its New UP Center project, which is the subject matter for its grant application, will allow it to triple the number of graduates from its workforce development program annually. This will not only decrease Indian River County's unemployment rate, but it will provide families with an opportunity to lift themselves out of poverty and create a better life and future.

In my opinion, the New UP Center project is the perfect opportunity for the State of Florida to partner with the private sector to invest in a program to decrease the unemployment rate in Indian River County and the State as a whole.

Sincerely,

A handwritten signature in blue ink, appearing to be "TZ", is located below the "Sincerely," text.

Tim Zorc  
Indian River County Commissioner  
District 3

*1801 27<sup>th</sup> Street, Building A*  
*Vero Beach, FL 32960*  
*(772) 226-1490*

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November 12, 2019

The Honorable Rick DeSantis  
Office of the Governor  
400 S. Monroe Street  
Tallahassee, FL 32399-0001

Re: Letter of Support, United Against Poverty Florida Job Growth Grant

Dear Governor DeSantis:

On behalf of the Indian River County Board of County Commissioners ("County"), I am sending this letter in support of United Against Poverty's ("UP") Florida Job Growth Grant Fund application that was submitted to the Florida Department of Economic Opportunity ("DEO").

According to DEO, the County is one of twelve counties in the State of Florida that has not seen a significant decline in its unemployment rate. While there are many contributing factors to the County's employment rate, UP is an organization that is definitely part of the solution. It has developed a unique program to assist unemployed and underemployed individuals with overcoming barriers to attain gainful employment. Specifically, UP serves those in poverty by providing crisis cases management, education, food, employment training and placement and personal empowerment training. UP estimates that its New UP Center project, which is the subject matter for its grant application, will allow it to triple the number of graduates from its workforce development program annually. This will not only decrease Indian River County's unemployment rate, but it will provide families with an opportunity to lift themselves out of poverty and create a better life and future.

The County believes the New UP Center project is a great candidate for the Florida Job Growth Grant Fund because it provides an opportunity for the State of Florida to partner with the private sector to invest in a program to decrease the unemployment rate in Indian River County and the State as a whole.

Sincerely,

A handwritten signature in blue ink that reads "Peter O'Bryan". The signature is written in a cursive, flowing style.

Peter O'Bryan  
Indian River County Board of County Commissioners

1801 27<sup>th</sup> Street, Building A  
Vero Beach, FL 32960  
(772) 226-1490





November 12, 2019

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Florida Department of Economic Opportunity  
107 E Madison Street  
Tallahassee, FL 32399

Dear Sir/Madam:

I am pleased to write this letter of support for United Against Poverty’s (UP) application for funds from the Florida Job Growth Grant fund.

I had the pleasure of touring UP’s facilities in St. Lucie County this week with two of my associates. UP has recently launched their Success Training for Employment Program (STEP), pioneered at their Indian River County facility in St. Lucie County. We were thoroughly impressed by the STEP Program and its economic impact.

UP’s “Jobs Developer” serves the entire Treasure Coast area. The expansion of their STEP program described in UP’s job growth grant application will allow UP the resources to triple the number of its STEP graduates over a 5-year period. The business community in our area is in desperate need a larger workforce with basic employability skills and will be well served by this program expansion.

I encourage the State of Florida to support UP’s grant application.

Thanks again for allowing us to submit this request to you. Please call me at (772) 336-6254 if you have any questions or comments.

Sincerely,

Peter J. Tesch  
President



**Economic Development Council of St. Lucie County**

**772.336.6250 ♦ www.youredc.com**

**500 NW California Blvd. ♦ Bldg. F, Suite 109 ♦ Port St. Lucie, FL 34986**

*(Located at Indian River State College)*





## INDIAN RIVER STATE COLLEGE Office of the President

November 18, 2019

The Honorable Ron DeSantis  
Governor, State of Florida  
The Capitol  
400 S. Monroe St.  
Tallahassee, FL 32399-0001

RE: Support for the United Against Poverty – Florida Job Growth Grant Proposal

Dear Governor DeSantis:

On behalf of Indian River State College, I am pleased to write this letter in support of United Against Poverty's (UP) application for funds from the Florida Job Growth Grant Fund.

Indian River State College (IRSC) and UP have collaboratively served the citizens in Indian River and St. Lucie Counties through an annual Poverty Symposium, hosted each year at IRSC since 2013. This symposium provides subject matter experts a forum to discuss best practices to win the battle against poverty in our communities, including developing specialized educational programs such as UP's Success Training for Employment Program (STEP). Moreover, UP also partners with IRSC as a service learning site, providing opportunities for IRSC students to receive hands-on training in the social service discipline, including engagements with STEP.

UP's unique programming fills a gap, bringing unemployed and underemployed individuals back into the workforce and into postsecondary education. Forty-four percent (44%) of UP's STEP graduates seek postsecondary education and/or vocational training following their STEP participation.

As proposed in UP's job growth grant application, their expansion of the STEP program will allow the organization the capacity and resources to triple the number of its STEP graduates each year. This projected growth will in turn allow more citizens the opportunity to further their education at Indian River State College, and/or directly re-enter the workforce.

Thank you in advance for considering this grant application.

Sincerely,

A handwritten signature in black ink that reads "Edwin R. Massey". The signature is written in a cursive, flowing style.

Edwin R. Massey, Ph.D.  
President



**Economic Leadership Alliance**  
*Leading the way to a healthy economy*

November 21, 2019

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The Honorable Ron DeSantis  
Office of Governor  
400 South Monroe Street  
Tallahassee, FL 32399-0001

RE: United Against Poverty - Florida Job Growth Grant Application

Dear Governor DeSantis:

The Economic Development Office of the Indian River County Chamber of Commerce supports United Against Poverty (UP) in its application to fund the expansion of training programs through the Florida Job Growth Grant Fund. The programs at UP have a strong, positive and long-term impact that continue to add to the economic growth in our region, especially as it relates to increasing the availability of a trained workforce in our area while transforming the lives of individuals.

This organization's unique workforce development program, Success Training for Employment (STEP), is designed for individuals with significant barriers to employment. The program benefits local employers by empowering STEP graduates with strong workplace foundational skills. The program has seen an 88% job retention rate of STEP graduates after 1-year of employment, much higher than the national average.

In 2018, the organization had 115 STEP participants - 101 of them graduated and 91 were hired. The expansion of the programs offered through UP will allow them to increase the number of graduates to 300, according to the 5-year expansion and enrollment plan submitted. This will also increase the availability of a local workforce ready for gainful employment.

Governor Ron DeSantis

November 21, 2019

Page two

As the primary economic development organization in Indian River County, we know that a trained and trainable workforce is crucial for business development as well as the retention and expansion of our local businesses. Many of our local employers are in hiring mode, adding jobs that they prefer to fill with local talent. The expansion of the training programs offered through United Against Poverty will also increase the viability of Indian River County as a desirable business location for new business.

Please call or email me should you have any questions. Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Helene Caseltine". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Helene Caseltine, CEcD

Economic Development Director