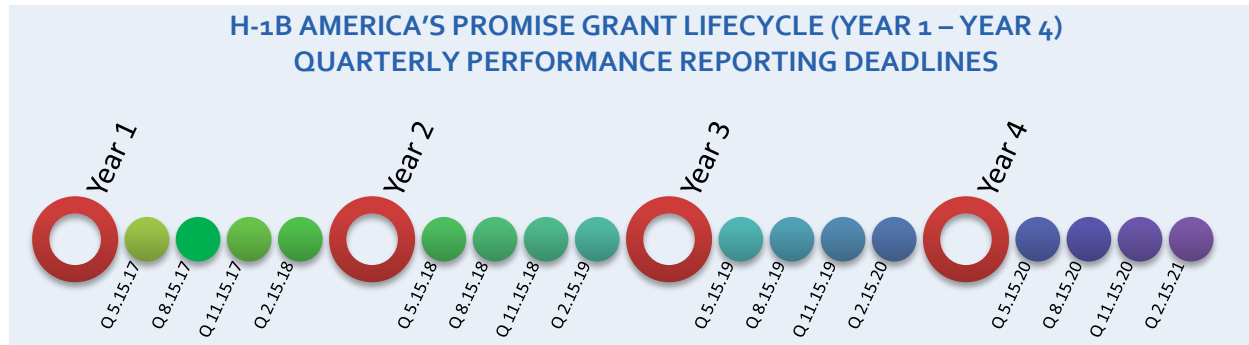


TECHNICAL ASSISTANCE ACTIVITY MENU



ON BEHALF OF THE U. S. DEPARTMENT OF LABOR, Employment and Training Administration, Division of Strategic Investments, High Impact Partners (HIP) and their partner American Association of Community Colleges (AACC) will be providing intensive technical assistance to 23 America's Promise grantees as they implement core program elements throughout the grant lifecycle. This technical assistance (TA) is designed to assist grantees in the implementation of their projects; these projects will provide a range of interventions along a sector-based career pathway that will result in degrees or industry-recognized credential and placement into middle- and high-skilled employment in H-1B industries and occupations. Some areas of TA needs include:

- Partnership development, expansion and retention
- Participant Retention
- Sector strategies
- Training design
- Outreach and recruitment
- Employment placements
- Using evidence-based design
- Leveraging resources
- Sustainability planning
- Supportive services

TA activities range from webinars featuring subject matter experts (SMEs) to monthly TA coaching calls, small-group learning events, and peer-to-peer networking and peer-sharing activities, and a bi-annual in-person grantee meeting.

- **Promising Practices: AP Blog** – Features grantee best practices, latest news and research, and featured technical assistance topics related to AP.
- **Promising Practices: Webinar summary resource briefs** developed after every webinar presentation, Tip Sheets, Lessons Learned, and Case Studies.
- **Peer-to-Peer Sharing: The AP Community of Practice** – Facilitates peer-to-peer sharing opportunities through web platforms such the AP Community of Practice (Workforce GPS).
- **Individualized Coaching: One-on-One Coaching Calls** – Provide each grantee with personalized support to address challenges they may be experiencing in their projects and develop a targeted plan to enhance their programs to meet the outcomes on a real-time basis.
- **National Conference: Workshop Sessions** – Identify SME speakers, develop and facilitate workshops, and provide on-site logistical support if needed.
- **Group Coaching: Topic Specific Presentations** – Quarterly topic-driven presentations to support grantees to achieve the goals of the AP Grant. This will include webinars, chats, and pre-recorded presentations.
- **Program Design: Small Group Learning Events** – Small group coaching based on Target Populations, H-1B Occupations, and Training Strategies.
- **Peer-to-Peer Mentoring: Special Needs Learning Exchange** – Offers specific topics geared towards greatest need; however, all are welcome to join. The discussion will feature a grantee that has exceptional practices that can address specific TA needs.

HIP-AACC will ensure that grantees receive general TA on topics of interest to the majority of grantees, such as organizational capacity, partnerships, recruitment and retention, education and job placement, staff development, and sustainability—as well as customized TA and training to help grantees with individual areas of need.

STAFFING: AMERICA'S PROMISE TECHNICAL ASSISTANCE TEAM

H-1B America's Promise grantees have access to a highly-qualified team of Subject Matter Experts (SMEs) and Technical Assistance (TA) Coaches. The purpose of TA coaching is to provide grantees with programmatic support in the development, implementation, and operation of their AP grants. TA Coaches work closely with the DOL National Office and the Regional Federal Project Officers (FPOs) to ensure that grantees are receiving the highest quality support.

The TA Coach's roles are **NOT** meant to supplant the role of the FPO in the monitoring and oversight of AP grant activities. Rather, TA Coaches work to complement and collaborate with FPOs to facilitate grantees' success. For example, FPOs monitor quarterly performance reports and performance outcomes. TA Coaches may also utilize various tools to help grantees track their performance outcomes. Below are some examples of topics the FPO and TA Coach typically handles:

Federal Project Officer's Guidance	TA Coach's Guidance
Clarification of the America's Promise FOA, including definitions	Organizational Structure: Staffing, Systems, and Processes
Statement of Work Modifications	Outreach and Recruitment Strategies
Fiscal Questions, Allowable Expenditures, and Budget	Participant Services including Case Management, Supportive Services, Job Coaching, and Job Placement Services
Quarterly Performance Outcomes against Targeted Outcomes	Training Design – Short-term and Long-term Training
Other Policy Questions as they arise	Employment Engagement and Placement

TECHNICAL ASSISTANCE COACHES

The TA coaches provide customized support and one-on-one grantee technical assistance on a monthly basis. TA assignments are based on: 1. Subject Matter Expertise – Coach operates in similar sector as grantee. For example, if the coach is specialized in higher education, then they were matched with a community college grantee; 2. Geography – Coach entity has a presence in the same locale or region as the grantee; and 3. Combination – both expertise and geography.

Erika Humphrey, High Impact Partners (HIP), erika@hipimpact.com

Erika brings more than 8 years of progressive experience in workforce development, program implementation, strategic planning, and staff training.

GRANTEE	LOCATION	REGION	FPO
Brevard Workforce Development Board, Inc. dba CareerSource Brevard	Brevard, FL	ATL-03	Sherrie Wilson (404) 302-5345 Wilson.sherrie@dol.gov
Florida State College at Jacksonville	Jacksonville, FL	ATL-03	William Mitchell (404) 302-5342 Mitchell.william.p@dol.gov
Worksystems, Inc.	Portland, OR	SFR-06	Tarah Holt (415) 625-7928; holt.tarah@dol.gov

Michael Laidlaw, HIP, laidlawm68@gmail.com

Mike specializes in organizational and consulting experience in diverse sectors/industries, which includes: military, education, import-export, transportation, non-profit, and government entities.

GRANTEE	LOCATION	REGION	FPO
Illinois Manufacturing Excellence Center	Chicago, IL	CHI-05	Marium Baker (312) 596-5526 baker.marium@dol.gov
RFCUNY on behalf of CUNY OAA – CEWP	New York, NY	BOS-01	Keeva Davis (617) 788-0141 davis.keeva@dol.gov
United Way of Central Iowa (Central Iowa Works)	Des Moines, IA	CHI-05	Clay Webb (312) 596-5538 webb.clay@dol.gov

Lyle Neumann, HIP, lkneumann@performexcel.com

Lyle has more than 20 years of professional experience in areas relevant to DOL/ETA programs.

GRANTEE	LOCATION	REGION	FPO
Tecumseh Area Partnership, Inc.	Lafayette, IN	CHI-05	Domonique Bell (312) 596-5430 bell.domonique.i@dol.gov

Libby Livings-Eassa, HIP, livingseassa@gmail.com

Libby is a nationally recognized speaker and subject matter expert for comprehensive Career Pathways and workforce systems analysis, development, and building capacity.

GRANTEE	LOCATION	REGION	FPO
University of Alabama at Birmingham (UAB)	Birmingham, AL	ATL-03	David Bridges (404) 302-5334 bridges.david.l@dol.gov

Bruce Rankin, American Association of Community Colleges (AACC), brr.rankin@gmail.com

Bruce possesses more than 30 years of experience in federal agency and private foundation project planning and management.

GRANTEE	LOCATION	REGION	FPO
City of Springfield, Workforce Investment System	Springfield, MO	CHI-05	Marium Baker (312) 596-5526 baker.marium@dol.gov
SE Michigan Community Alliance (SEMCA)	Taylor, Wayne County, MI	CHI-05	Michael Tukes (312) 596-5419 tukes.michael.j@dol.gov

Eunice Maize, AACC, emaize@aacc.nche.edu

Eunice provides managerial support to the AARP Foundation Back to Work 50+/Women's Economic Stability Initiative and the Walmart Foundation's Job Ready, Willing and Able Initiative.

GRANTEE	LOCATION	REGION	FPO
Delaware Technical Community College	Dover, DE	PHL-02	Joseph Blanch (215) 861-5245 blanch.joseph.j@dol.gov
Montgomery College	Rockville, MD	PHL-02	Nicole Duchman (215) 861-5208 duchman.nicole@dol.gov

Amanda Kosty, AACC, akosty@aacc.nche.edu

Amanda curates a network of over 480 community colleges to share promising practices in the sustainability education field by overseeing the SEED Center's online Resource Center and organizing public speaking engagements.

GRANTEE	LOCATION	REGION	FPO
Employ Milwaukee, Inc.	Milwaukee, WI	CHI-05	John MacLennan (312) 596-5494 maclennan.john@dol.gov
Monroe Community College	Rochester, NY	BOS-01	Keeva Davis (617) 788-0141 davis.keeva@dol.gov
New River/Mount Rogers Workforce Investment Area Consortium Board of Local Workforce Area 2	Radford, VA	PHL-02	Keith Hubert (215) 861-5212 Hubert.keith@dol.gov

Sarah Garcia, International Economic Development Council (IEDC), sgarcia@iedconline.org

Sarah is a certified planning professional with 25 years of experience in planning and economic development.

GRANTEE	LOCATION	REGION	FPO
Alamo Colleges	San Antonio, TX	DAL-04	Charles Cox (972) 850-4664 cox.charles@dol.gov
Greater Memphis Alliance for a Competitive Workforce (GMACW)	Memphis, TN	ATL-03	Adrian Barrett (404) 302-5339 barrett.adrian@dol.gov

Lynn Knight, IEDC, lknight@iedconline.org

Lynn has more than 30 years of domestic and international business, government, media, and non-profit experience.

GRANTEE	LOCATION	REGION	FPO
Northern Wyoming Community College District (NWCCD)	Sheridan, WY	DAL-04	Charles Cox (972) 850-4664 cox.charles@dol.gov
Rhode Island Governor's Workforce Board	RI (whole state)	BOS-01	Trevor Capon (617) 788-0391 capon.trevor@dol.gov

Janet "Jan" Bray, National Association of Workforce Boards (NAWB), jbray@braystrategies.com

During her 40-year tenure in the association management profession, Jan has provided leadership to a variety of associations in strategic planning, education program development, outreach to related professions and publics and creation of innovative programs and services.

GRANTEE	LOCATION	REGION	FPO
Grand Rapids Community College	Grand Rapids, MI	CHI-05	Timmy Jordan (312) 596-5546 Jordan.timmy@dol.gov
West Virginia Higher Education Policy Commission	Moorefield, WV	PHL-02	Christopher Ransome (215) 861-5222 ransome.christopher@dol.gov

Kelly Middleton, NAWB, middletonk@nawb.org

Kelly Middleton is a program and grants management professional with over 10 years managing complex projects.

GRANTEE	LOCATION	REGION	FPO
MiraCosta College	Oceanside, CA	SFR-06	Josh Hodges (415) 625-7946 hodges.joshua@dol.gov
Workforce Alliance of South Central Kansas, Inc.	Wichita, KS	CHI-05	David Scherer (312) 596-5417 scherer.david@dol.gov

REQUESTING TECHNICAL ASSISTANCE

We are excited to work with you to ensure the success of your America's Promise grant programs!

If you have any suggestions, including topics for future TA opportunities, please contact the America's Promise mailbox at AmericasPromise@dol.gov. Please remember to include your Grant Name and Number, and to provide a courtesy copy to your FPO.