

July 1, 2004

Mr. Jeff Baker
Tri-Cities One-Stop Career Center
35753 Cedar Blvd
Newark CA 94560

**SUBJ: AWARD NOTIFICATION - PY 04-05 WIA Grant Funds
Tri-Cities One-Stop Career Center, Fremont, and
Tri-Cities One-Stop Career Center, Newark**

Dear Mr. Baker:

This is to inform you of decisions by the Alameda County Workforce Investment Board (ACWIB) for the allocation of Workforce Investment Act (WIA) Grant funds for Program Year 2004-2005, as detailed in this notification.

The funding addresses the operation of services and activities at your One-Stop Career Centers. This letter transmits information concerning the funding allocation and planned contracting steps pursuant to that action. The attachments to this letter and their contents are:

- **Attachment A - “Preliminary Funding Notification”:** This states the maximum amount of unexpended PY 2003-2004 funds carried into this new contract, the new PY 2004-2005 allocations for Adult and Dislocated Worker Programs, the Staff-Assisted Services (Core B) Pilot Project award and contract stipulations that accompany any of these funds. *NOTE: Final funding notification will be sent in August 2004 upon receipt of final invoices for the current contract period. This may affect the overall total of your contract. Any adjustments will be processed in December 2004, during the first Recapture Period.*
- **Attachment B – “PY 2004/2005 Performance Goals”:** This states the full performance targets and deadlines for PY 2003-2004 carried over to PY 2004-2005, the new performance targets and deadlines for PY 2004-2005, and the performance targets and deadlines for the Core B Pilot. *NOTE: PY 2003-2004 enrollment goals must be completed prior to addressing PY 2004-2005 enrollment goals. PY 2003-2004 exit goals must be completed prior to addressing PY 2004-2005 exit goals. All Core B Pilot goals may be addressed immediately on July 1, 2004.*
- **Attachment C – “PY 2004/2005 Method of Payment Core B Pilot Only”:** This describes the performance-based reimbursement for service under this pilot.
- **Attachment D – “County of Alameda Minimum Insurance Requirements”:** A certificate of insurance covering the full contract period is required prior to processing your contract.

Funding Notification

July 1, 2004

This Funding Notification is not a contract and does not guarantee that a contract will be executed between your Agency and the County of Alameda. Any contract written will be pursuant to the actions and conditions set by the Alameda County Workforce Investment Board (WIB) and in compliance with Alameda County Social Services Agency (SSA) contracting requirements.

Please be advised that the total amount of the contract and the payment of invoices by the County are conditioned upon receipt of adequate funds from the State of California. The County reserves the right to reduce the amount of consideration to be paid under this contract if it does not receive adequate funds from the State of California. Under such circumstances, a corresponding adjustment in services to be rendered by Contractor will be made by mutual agreement of the parties.

Please review all the attachments to ensure that your Agency is in agreement with the information provided. Your assigned Program Liaison will provide technical assistance in assuring that all terms and conditions of the award are met.

No invoice payments can be made until the entire contracting process has been completed and both parties have signed all required documents. Review and approval of the contract package by County staff must occur before the Alameda County Board of Supervisors' designated representative schedules the contract for County signature.

The Alameda County Workforce Investment Board and the County WIB Department staff look forward to working with your Agency in our partnership to serve workers and employers in our community.

Sincerely,

Dorothy Chen,
WIB Director

DC:so

Attachments

cc: Octobere Vance, Patti Castro, David Harkess, Roy Bertuccelli, Sandra Oubre