

Memorandum of Agreement

Between Department of Labor and Workforce Development, Employment
Security Division
And The
Department of Health and Social Services, Division of Public Assistance

PURPOSE:

To provide welfare to work services for Temporary Assistance families living in communities of the state where qualified community based organizations are not available or are not interested in providing case management services.

DPA AGREES TO:

(1) **Provide** funding to the Employment Security Division, Alaska Department of Labor and Workforce Development, herein after referred to as ESD, through a reimbursable service agreement (RSA) for the delivery of welfare to work services in the following Division of Public Assistance, herein after referred to as DPA, service areas: Bering Straits, Central Kenai, Homer, Prince William Sound / Copper River, Kodiak and Northern. The RSA will provide funding adequate to support the delivery of Initial and Extended Work Services, as described in the scope of work section of the RSA, the issuance of supportive services for clients engaged in self-sufficiency activities, and will be sufficient to support centralized administration of this project in ESD;

(2) **Sustain** funding through the RSA for case management and work search services as described in (1) for a minimum of 3 fiscal years FY05 –FY07 to ESD. This assurance, however, is dependent on DPA's annual appropriation and satisfactory performance by ESD;

(3) **Define** satisfactory performance in the individual service provider agreements. Outcomes and performance measures will be developed for each service area as well as the timelines and parameters for program monitoring, review evaluation and corrective action opportunities;

(4) **Refrain** from soliciting for competitive bids for welfare to work services in the DPA Service Areas described above for 3 fiscal years contingent upon satisfactory performance and termination clauses of this agreement;

(5) **Seek** the services of ESD to provide welfare to work services in any other DPA Service Area where community based organizations are unavailable to provide Temporary Assistance families with these services;

(6) **Negotiate** and modify the RSA and initiate additional service provider agreement(s) with DOL when additional services are needed and if ESD agrees to provide the services;

(7) **Consult** with designated ESD staff in any planning or program redesign efforts that affect program service delivery for this client group, or within the Job Centers covered by this Memorandum of Agreement;

(8) **Provide** appropriate staff training and capacity building opportunities for ESD staff providing welfare to work services to Temporary Assistance clients served by this agreement; and,

ESD AGREES TO:

- (1) **Provide** professional services as described in service provider agreements specific to each ESD supervised project area;
- (2) **Consolidate** the administration including fiscal administration for the provision of case management and work search services described in this Memorandum Of Agreement (MOA) and the RSA;
- (3) **Centralize** and consolidate in the ESD Work Services Unit, the management and supervision of ESD staff providing welfare to work services described in the RSA;
- (4) **Identify** and designate key management and field staff for purposes of communications, reporting, evaluation, planning and staff development / capacity building;
- (5) **Participate** in DPA planning, evaluation, and staff development and capacity building activities associated with the delivery of welfare to work services as described in this MOA and the service provider agreements developed for each project area;
- (6) **Consider** its capacity to provide services in addition to those covered by this MOA, when such services are proposed by DPA. ESD will respond to requests from DPA for additional services with either a written proposal or declination to the offer, and;

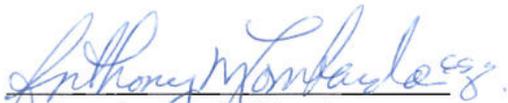
Effective Date, Amendment, Duration and Termination:

This Agreement is effective upon signature of the directors of DPA and ESD.

This Agreement may be amended in writing with mutual consent from both parties. Parties will notify each other of any proposed changes to this agreement at least 60 days prior to the effective date of the change.

This Agreement shall remain in effect until amended or revoked by both DPA and ESD. Unless otherwise agreed upon, the parties will notify each other in writing of any intent to revoke this agreement at least 180 days prior to the termination of this agreement.

The parties to the Agreement acknowledge the responsibilities specified above, and will provide the accomplishment of this service in a mutually acceptable and efficient manner.


Anthony Lombardo, Director
Division of Public Assistance

03-19-04
Date


Thomas Nelson, Director
Employment Security Division

3/18/04
Date