



C.E.F.S. Economic Opportunity Corporation

“Community Action Agency”

Consortium Meeting
September 15, 2025
4:00PM

Location: C.E.F.S. Building
1805 S. Banker Street
Effingham, IL

Zoom:

<https://us06web.zoom.us/j/82773138550?pwd=ilKqLyTYzaUKif4A2hnlTeqe7vpCi9.1>

Meeting Password: 792725

Meeting ID: 82773138550

- I. Welcome – Call to Order/Roll Call – Chair Bushur
- II. Partner Training
- III. Approval of Minutes of the 6/16/24 Meeting – **Page 2** (Action Required) – Chair Bushur
- IV. Conflict of Interest Disclosure – Chair Bushur
- V. General Information
 - a. Business Services Update – Dawn Bennett, Business Service Coordinator
 - b. OSO Report – Kelly Denton, WOIA Program Director
 - c. Other Agenda Items Discussion – Chief Bushur
- VI. Partner Reports – All
- VII. New Business (Action Required) – Chair Bushur
 - a. Update to MOU – **Page 4**
- VIII. Public Comment – Chair Bushur
- IX. Motion to Adjourn – Chair Bushur

LWIA 23 QUARTERLY CONSORTIUM MINUTES

Monday, June 16, 2025

at

CEFS – 1805 S Banker, Effingham

Chair: Kevin Bushur

Chair: Chris Strohl

Attendance:

In Person: Kevin Bushur, Gareld Bilyew, Kelly Denton, Casey Burgholzer

Virtual: Carolynne Jorgenson, Carol Tracy

Absent: Rob Jackman, Jim Brewer, Chris Strohl

Others Present: Dylan Pugh, Cindy Mayer, Elaine Nuding

Welcome – Call to Order:

Kevin Bushur called the meeting to order at 4:00 pm. Roll call read by Cindy Mayer. Quorum present.

Approval of Meeting Minutes:

Minutes for March 16, 2025, meeting were approved as is. Gerald Bilyew made the motion to approve the minutes, and Casey Burgholzer seconded the motion. Motion carried.

Conflict of Disclosure:

Kevin Bushur asked for any conflicts of interest. There were none indicated.

General Information:

Business Services Update:

Cindy Mayer gave the report sharing Dawn has been very busy with Incumbent Worker Training. An additional \$15,000 was added under the modification and all but just under \$2,000 has been obligated. Cindy and Dawn met with Clay County Hospital who have the first nursing apprenticeship in Illinois.

OSO Report:

One Stop Operator report was furnished by Kelly Denton. In the last quarter, 179 people came in for WIOA and 538 for IDES. The results of the One Stop surveys were reviewed. There was a total of 260 surveys completed and were mostly very satisfied or satisfied with 2 very dissatisfied, 1 dissatisfied, and 24 neutral. There continues to be quarterly partner training and DRS will do the next training. Also, IDES now has the key cards for staff entry.

Partner Reports:

CEFS CSBG – Kevin Bushur reported there is concern about the federal budget zeroing out CSBG. Kevin is meeting with Congressman Boost soon and advocacy continues to reauthorize CSBG and to keep funding in CSBG.

CSBG ERBA – Carol Tracy reported same concerns on budget and reauthorization that Kevin reported. She also shared that the CSBG program can assist with utilities now that LIHEAP has ended and shared information about the youth extracurricular program offered through CSBG. The skills training program is still available to assist with CDLs and CNAs and ERBA is currently taking applications for the scholarship program.

WIOA - Kelly Denton reported benchmarks have been met for PY24. The program was monitored in May. The official reports have not been received but it went well. The Home IL grant has started taking clients and currently has 1 client. Kelly gave a presentation at the WIOA summit on the Home IL grant. Due to additional funding for PY25, an outreach plan is being made to recruit participants. The program is also looking to hire a Career Planner in Marion County.

DoRS - Carolynne Jorgenson shared several cases are going into college; juniors are getting assigned to the high school program; and graduating seniors are transitioning to adult programs. DRS is also hiring another counselor.

IDES - Casey Burgholzer reported IDES Outreach event to Hour House in Charleston where they showed how to use Chat GPT, application tracking, and resume services.

New Business/Old Business:

None

Public Comment:

No public comments.

Motion to Adjourn:

Casey Burgholzer made the motion to adjourn. Gareld Bilyew seconded. Motion passed. The meeting ended at 4:15pm. Next meeting is September 15, 2025.

LWIA #23 MOU

LOCAL MOU TEMPLATE

MEMORANDUM OF UNDERSTANDING

BETWEEN

LOCAL WORKFORCE INNOVATION BOARD #23

AND

[]

Cindy Mayer

**Individual designated by the Local Board
Chair to lead MOU negotiations**

cmayer@cefseoc.org

Email address

Cindy Mayer

**Impartial individual designated by the Local
Board Chair to lead annual budget
negotiations**

cmayer@cefseoc.org

Email address

1. PARTIES TO MOU (SEC. 121 (C)(1)) (GOVERNOR'S GUIDELINES, SECTION 1, ITEM (B))

- *List the required partner providing services in the local area.*
- *List the partner agency providing services of each required partner.*

Note: Please ensure abbreviations and acronyms are accurate and up to date for each required partner and partner agency.

PARTIES TO MOU	TYPED NAME
Local Workforce Innovation Board Chair	Gareld Bilyew
Chief Elected Official	Jim Brewer
Chief Elected Official	[]
Chief Elected Official	[]
Chief Elected Official	[]
Chief Elected Official	[]
Chief Elected Official	[]
Chief Elected Official	[]
Chief Elected Official	[]
Chief Elected Official	[]
Chief Elected Official	[]
Chief Elected Official	[]
Chief Elected Official	[]
Chief Elected Official	[]
Chief Elected Official	[]
Chief Elected Official	[]
Chief Elected Official	[]

REQUIRED PARTNERS AS PARTIES TO MOU		ENTITY (NOT NEGOTIATOR) ADMINISTERING PROGRAM TYPED NAME ¹
Title I: Adult, Dislocated Worker, Youth		C.E.F.S. Economic Opportunity Corporation
Title II: Adult Education and Literacy		Lake Land College Illinois Eastern Community Colleges Kaskaskia College
Title III: Employment Programs under Wagner-Peyser		Illinois Department of Employment Security
Title IV: Rehabilitation Services		Illinois Department of Human Services – Division of Rehabilitation Services
Perkins/Post-secondary Career & Technical Education		Lake Land College Illinois Eastern Community Colleges Kaskaskia College
Unemployment Insurance		Illinois Department of Employment Security
Job Counseling, Training, Placement Services for Veterans		Illinois Department of Employment Security
Trade Readjustment Assistance (TRA)		Illinois Department of Employment Security
Trade Adjustment Assistance (TAA)		
Migrant and Seasonal Farmworkers		Illinois Department of Employment Security
Community Services Block Grant (CSBG)		C.E.F.S Economic Opportunity Corporation Embarrass River Basin Agency BCMW
Senior Community Services Employment Program (SCSEP)		National Able Goodwill of Evansville
TANF		Illinois Department of Human Services
Second Chance		
OTHER REQUIRED PROGRAMS OFFERED IN THIS LOCAL AREA AS PARTIES TO MOU		IF MARKED YES, LIST THE ENTITY ADMINISTERING PROGRAM
National Farmworker Jobs Program	<input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No	United Migrant Opportunity Services (UMOS)
Housing and Urban Development Employment and Training Activities	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Job Corps	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Youth Build	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
ADDITIONAL PARTNERS AS PARTIES TO MOU		ENTITY ADMINISTERING PROGRAM

¹ Insert only the name(s) of the program(s) in this space. The names of individual negotiators are not needed.

2. DURATION OF AGREEMENT (Sec. 121(c)(2)(v)) (Governor's Guidelines, Section 1, Item 10) (§ 678.500(b)(5))

- *Provide the effective date of the MOU (not the MOU Amendment).*
- *List the agreed upon expiration date (cannot exceed three years).*
- *Confirm the purpose of the umbrella MOU.*

The effective date of the original MOU: July 1, 2023
 The effective date of the MOU Amendment: July 1, 2025
 Termination date of the MOU: June 30, 2026

Purpose of the umbrella MOU:

This Memorandum of Understanding (MOU) fulfills the WIOA requirement to document and come to agreement for State and local partners for negotiating cost sharing, service access, service delivery and other matters essential to the establishment of effective local workforce development services under WIOA (§678.705).

This MOU describes the commitment of the partners to provide integrated delivery of federally funded workforce services in Local Workforce Innovation Area #23, including services at the comprehensive one-stop centers identified in Section 6 of this MOU.

The purpose of this MOU is to define the workforce services WIOA required partners will provide in LWIA 23, the methods partners will use to provide these services and the roles and responsibilities of all partners related to service delivery. The LWIB and partners enter into this agreement with the following general objectives:

1. Implement the vision for the regional one-stop delivery system;
2. Determine the amount of contribution by each partner for infrastructure and shared system costs to support the regional one-stop delivery system;
3. Establish procedures and tracking methods for referrals between partners;
4. Provide assurance of physical and programmatic accessibility, specifically addressing adults, individuals with disabilities, dislocated workers, youth and individuals with barriers to employment;
5. Explain data sharing methods between partners at the local level to measure achievement of performance goals;
6. Describe the process by which disputes will be resolved; and identify the manner in which this agreement may be amended, modified and renewed.

An additional explanation of the MOU:

1. All State-level agencies and entities in Illinois responsible for planning and administration of Federally-funded workforce development programs (678.400 and 678.700(c)), and

2. Local Workforce Innovation Boards (LWIBs) and Chief Elected Officials (CEOs) responsible for planning and administering workforce development services in a local workforce innovation area.

The local MOU will be used as an essential tool for achieving a key goal of WIOA – establishing integrated and effective local workforce delivery systems that produce the skilled workers businesses in the local and regional economies require.

All required partners, LWIBs and CEOs are expected to act in accordance with these guidelines and to otherwise comply with them. As required by WIOA, the State will monitor local areas to assure compliance with these guidelines.

This Local MOU is intended to reflect the shared vision and commitment of local workforce innovation boards and required partners to high-quality workforce development systems and centers, and be consistent with the vision articulated by the Federal government and State, regional and local planning priorities.

This Local MOU is intended to reflect and document how each partner will contribute its proportionate share of infrastructure costs for the comprehensive one-stop center.

WIOA establishes ambitious goals for the integration of workforce service programs. These goals are intended to maximize the value and benefits to customers of services available to them under Federally-funded workforce development programs. Included are business customers seeking to acquire the talent and skills needed to compete in a global economy. Also included are program participants seeking to acquire skills and recognized credentials to move along pathways that lead to high-paying jobs in growing sectors of the economy that offer long-term opportunities for stable employment.

The intent of this MOU is to carefully plan and coordinate services among all Federally-funded workforce development programs as necessary to achieve the level of integrated service delivery WIOA envisions. This means that all Federally-funded workforce development programs work collaboratively in partnership to optimize the quality of services provided. Recognizing that successful integration is directly related to coordinated and joint use of resources, WIOA also requires each partner to contribute its proportionate share of costs required for operation of local one-stop delivery systems.

3. VISION FOR THE SYSTEM (GOVERNOR'S GUIDELINES, SECTION 1, ITEM 1(B))

- *Describe the shared vision for the system and the role of the local board and required partners to a high-quality local workforce delivery system (vision must be consistent with Federal, State, regional, and local planning priorities, as well as the Governor's Guidelines).*

This MOU supports the vision to ensure collaboration among education, workforce, economic development and required partners as they provide program participants the ability to move along their chosen career pathway, leading to high paying jobs in growing sectors of the economy that offer long-term opportunities for stable employment and ultimately assist businesses in Illinois to be competitive in a global economy. Utilizing essential labor market data, LWIA 23's Regional Plan provides equal opportunity for area residents to achieve economic independence and improved quality of life. These opportunities are provided through a collaborative workforce development system that promotes life-long learning and proactively addresses the workforce needs and requirements of employers.

This is achieved through a comprehensive Illinois WorkNet Center and access sites throughout our 13-county region. These centers provide business driven services, with emphasis on developing and strengthening career services for businesses and job seekers, strive for continuous improvement, and provide accountability for results. Effingham is the location of a centralized, comprehensive center, and this site will be responsive to the needs of customers as they arise. Access sites are located throughout the 13 counties. Office sites may change as determined necessary in order to meet the needs of customers.

The number one goal of the service delivery system is a shared commitment between the Local Workforce Innovation Board (LWIB) and the partner agencies. Developing a plan of action ensures the system becomes the primary Local Workforce Area resource to which employers and job-seekers turn for workforce development services.

4. SERVICE INTEGRATION ([ILLINOIS SERVICE INTEGRATION: OVERVIEW AND SELF-ASSESSMENT GUIDE](#))

- *Identify commitments that required partners will make within the term of this MOU to implement strategies described in the area's Service Integration Action Plan, which is hereby incorporated into this MOU.*

Note that this section will change in future years of the MOU as more state guidance becomes available.

The required partners have identified six goals to implement in an effort to reach full service integration. They are:

- Communications occurs across one stop partners – the One Stop Operator will schedule quarterly meetings with the front line staff to get input on how to improve the customer experience, customer flow. They have established processes for customer referral within the One Stop Center and to agencies that are not physically located in the One Stop.
- Job expectations communicated to staff – An asset map of services has been developed and distributed to all agencies' employees. This will give the front line staff the knowledge of all WIOA services that are available and which agency administers them.
- Staff Valued and respected – Front line staff are met with quarterly and their feedback is essential to the smooth customer flow and the seamless transition from one agency to another.
- Customer input used to design and deliver services – Customers are given the opportunity to complete a customer satisfaction survey. These surveys and customer comments are the backbone of the decision making process for customer service delivery.
- Customer information is shared – Through data sharing agreements, customer information is shared among partners to make referrals more seamless.
- Equity and inclusivity of all staff members, participants, business partners

5. MOU DEVELOPMENT (Governor's Guidelines, Section 1, Items 3-8)

- *Fully describe the process and efforts of the Local Workforce Innovation Board and required partners to negotiate the MOU, including draft and final versions of MOUs and annual amendments.*
- *Explain the process to be used if consensus on the MOU is not reached by partners during MOU negotiations.*
- *Explain the process and roles for conflict resolution in daily operations, including the protocol and authority of each entity in decision-making (e.g., leaseholders, one-stop operators, LWIB, State program administrators and local program partners).*

For purposes of this MOU, each party expressly agrees to participate in good faith negotiations to reach a consensus. All partners will use the prescribed process in the Governor's Guidelines to achieve integration of program and service goals of WIOA. Over the course of several meetings, active involvement and equal opportunity to provide input by all core and required partners was demonstrated in the MOU negotiation process and is reflected in the MOU. This MOU and budget for cost sharing was negotiated and agreed upon at the local level. If such agreement is not reached in future negotiations, the State funding mechanism will be used as a negotiation tool.

Title 1 has the responsibility of completing the MOU template with the assistance of all other partners. The PY25 MOU Template was completed by LWIA 23 Board staff and then sent to all partners for their input and / or approval. All changes were given to the Board staff to make, then sent out to partners for approval. Through numerous virtual and physical meetings, the PY25 MOU

Template as well as the PY25 Budget Template were approved. LWIA 23 Consortium committee, which consists of all required partners meets quarterly to discuss service delivery.

IDES is the leaseholder for the One Stop in Effingham. Central Management Services will have the final say in any issues regarding the landlord or facility. The daily operations are overseen by the IDES office manager and the Title I Supervisor. Any conflict resolution will come at the direction of the One Stop Operator during a regularly scheduled or emergency scheduled meeting.

6. NAME AND LOCATION OF ALL SERVICE LOCATIONS (Governor's Guidelines, Section 1, Item 8(d)) (§ 678.310, § 678.315 and § 678.320)

- *Provide the name and address of the comprehensive one-stop center(s) in the local service delivery system.*
- *Clearly identify and list any designated affiliate sites and specialized centers, clearly indicating which type of site has been designated.²*

Note: The information provided in this section must match the Illinois Workforce Development System (IWDS) and Illinois workNet listings.

Comprehensive One-Stop Center(s)	Designated Affiliate Sites	Designated Specialized Centers
Illinois workNet Center 2311 Hoffman Drive Effingham, IL 62401		

7. DESCRIPTION OF COMPREHENSIVE ONE-STOP SERVICES (Sec. 121 (c)(2)(i)) (Governor's Guidelines, Section 1, Items 8(e)-(g)) (§ 678.500(b)(1))

- *In the spaces provided below:*
 - *The agreed-upon plan for holding in-person orientations, workshops, or other group events, including capacity limits for such group events.*
 - *The Resource Room protocol when capacity is reached, and customers wait to access the Resource Room services.*
 - *The agreed-upon staffing plan to designate a program position to direct walk-in customers. The staffing plan must specify that if security personnel are present at the one-stop center, they cannot be responsible for determining which customers require an appointment and which customers can be seen on a walk-in basis. This is a program staff responsibility.*
 - *The agreed-upon messaging, signage, and communications planned to make it explicit to customers which services are available to walk in customer and which require appointments.*
 - *If security personnel are present at the one-stop center(s), the agreed-upon plan to ensure initial staff interaction with the public is within the security personnel's line of sight, that security personnel are aware of the service area, and the protocol for alerting security if staff need assistance during service delivery.*
 - *Explain the programs and services that correlate with the boxes checked in the Career Service Matrices.*
 - *For each program, describe the staffing plan around which services will be provided by in-person staff, cross-trained partner staff (included the partner's name) or contract*

² All designated affiliate sites and specialized centers must be included in the Infrastructure Funding Agreement.

provider (include the provider's name), or direct linkage (include the specific method of direct linkage).

- *For each program, describe whether services will be made available to walk-in customers, or whether an appointment will be required.*
- *Describe how each required program's services are provided in real time in all service locations during all regular business hours.*

The Illinois workNet Center (IWNC) Partners have a shared commitment to provide quality services, to meet the needs of both employer and job seeker customers as they enter the Effingham IWNC during regular business hours. The Partners of the Effingham IWNC already have strong interpersonal relationships and feel a sense of ownership in the Center and the services offered. The Effingham One Stop ~~Resource Room (RR) Specialist~~ has an asset map at their disposal. This is a map of all services that the partners provide. Trained staff who are knowledgeable and cross-trained on partner services can provide vital information on career services that allows each customer to take the next step. Every new customer that enters the One Stop is asked to complete a Customer Profile. All returning customers are checked to see if they have been entered into IWDS. If so, their services are recorded at that time. The IDES staff member provides customers with the Profile Sheets and then hands the completed forms to the WIOA staff who then enters them into IWDS. If customers are interested in WIOA services, they are scheduled for an orientation of all available programs. While completing the customer profile, the ~~IDES staff member Resource Room specialist~~ initiates a conversation to assess the customer as to their immediate needs. This individualized approach will allow the cross trained ~~RR staff member Specialist~~ to identify the customer's needs more quickly. If immediate needs are identified, each individual will be referred to the appropriate program using the approved referral form. If universal needs are identified, the customer attends an orientation, where all program services are discussed further and an appointment is made with a Title I Career Planner. After meeting with the Career Planner, the Career Planner and customer determine if any referrals are needed for immediate needs. At the time of assessment, the Career Planner, along with the customer, outline a strategy for the customer's needs and determine if any more referrals need to be made. The cross-trained Career Planners will direct customers to the services that will best fit their needs, either in person or through direct linkage. Partners in the Effingham One Stop are Department of Employment Security and WIOA Title I. All other partners are available through direct linkage.

The Effingham One Stop's plan is to allow all Title I services to be available to all walk-in customers. All group events will be by appointment only with a capacity of 12 individuals. In the event the resource room has met capacity at 12 customers, subsequent walk-in customers will be put on a waiting list that is managed by the ~~RR Specialist~~ IDES staff member and asked to wait in their vehicle until at least one customer departs the building until they are called by ~~the RR Specialist~~ a staff member. A list will be established on a first-come, first-served basis for all waiting customers. The ~~Resource Room Specialist~~ IDES staff member will be the individual to determine if walk-in customers can be seen by Title I representatives or if they will be required to make an appointment for IDES services.

The One Stop Operator has met with Title I and Title III representatives to discuss the proper signage at the entrance of the building. The agreed upon signage has been posted at the front door allowing for Title I walk in customers and notifying IDES customers of the requirement to make an appointment. The initial contact with a customer will be made by the ~~Resource Room Specialist~~ IDES staff member within direct eyesight of the Security personnel, which currently are familiar with the building layout and service area. There is a procedure for alerting the security personnel of a potential issue using code words and the plan is shared with all staff in the building and agreed upon by staff and the security.

Title I (Adult, Dislocated Worker and Youth) – Title I (Adult, Dislocated Worker and Youth) 3 FTE–
- 2311 Hoffman Dr. - Effingham – Career Planners are on site full time. All adults 18 and older are eligible for walk in services. All customers are given WIOA program orientation. All customers' intake and eligibility is the same at each location. Eligibility consists of providing proof that the customer is authorized to work in the United States and that they are in compliance with selective services. The total application, assessment of basic skills, aptitudes and abilities, and support services are completed. At this time the customer is required to be enrolled. The Family and Community Development (FCD) model is used to complete an extensive assessment of customers' needs across multiple dimensions of his or her life. The assessment is the key to effective case management, allowing our specialist to determine the individual and family needs beyond workforce issues and to provide or arrange services to nurture progress toward self-sufficiency.

The assessment and case management procedure continues throughout enrollment. Each customer will have an Individual Employment Plan which will include: short and long-term goals, achievement objectives, types of service needed, and employment and follow-up services. Reading and math tests are given to assist with further case management decisions. A Career Scope test is administered to establish where the customers' strengths are and to help them with a career decision. Counseling is also provided to each customer on an individual basis. Career Planners handle all aspects of customer service from orientation, intake and eligibility determination, assessment, case management and counseling, referrals and advocacy, provision for support services, placement to employment, and follow-up. This strategy has been very successful over many years, ensuring personalized service, coordination with other resources in the community, and accountability. This provides a remarkable overall customer experience.

All WIOA customers are eligible for self-assisted career services. If a customer needs staff assisted career services, an application and assessment are completed and the customer is registered. Career Scope is used as an assessment tool and completed for all customers interested in training. Each customer is given a Test of Adult Basic Education (TABE) Math and Reading to assist in the assessment process. An Individual Employment Plan is completed on all customers including the following information: field of interest, short and long-term goals, length of training program, type of supportive services needed, employment and follow-up services needed. A self-sufficiency review form is also completed. At this point based on these assessments the best training option is decided. Veterans are a priority. The WIOA customer is then registered for training services:

Classroom Training: Classroom training is provided to customers that are in a Local Board approved training program that is high growth and high demand occupation. ITA amount is \$10,000 per fiscal year.

OJT: On The Job training is provided to customers starting a new job that have a skills gap between current job skills and job skills that are needed to complete new job. OJT can be provided up to six months. OJT contract is developed with goals and objectives for customers to learn new skills

Work Experience: Paid work experience is provided to customers that have not had any work experience in the past, have not had work experience recently, or poor work history. Each month goals are set to learn work skills needed to obtain and retain unsubsidized employment. At the end of each month these goals are reviewed by customer, career planner, and worksite supervisor and new goals are made for the next month.

Other training provided to employers is incumbent worker. Each year the local board approves the budget and approves the amount to be used on incumbent worker training.

Title II (Adult Education and Literacy) – .25 FTE—

5001 Lake Land Blvd., Mattoon - Lake Land College Adult Education serves all or part of the following counties: Christian, Clark, Clay, Coles, Crawford, Cumberland, Douglas, Edgar, Effingham, Fayette, Jasper, Macon, Montgomery, Moultrie, and Shelby. Lake Land College Adult Education Staff can be contacted by email or phone during normal college hours.

Lake Land College serves individuals 17 years of age or older with adult basic education (evidence-based reading instruction and math instruction), ASE/GED prep, and ELA support. It also provides an ICAPS nursing assistant (BNA/CNA) program and a TDL Bridge.

All Adult Education students meet with a Transition Coordinator at multiple points throughout their educational journey. The Transition Coordinators continually assess the students' needs and make additional referrals as needed, creating an environment supporting diversity, equity and inclusion for all students and staff.

Adult Education HSE classes are developed to prepare a student for the GED test. Students are assessed upon referral or during orientation. Orientations are held monthly at Lake Land College's extension centers and twice a year at the class locations; individually based on student needs and barriers to education. Orientations include meeting with an advisor, completing needed paperwork and assessment testing to assist the instructor on placement. Students are also referred to other WIOA partner services based on information attained during orientation and advisor meetings.

ELA students attend an orientation also, with an assessment based on English language skills (CASAS). Students are provided resources and English language skills in the classroom for the time that is comfortable for them. ELA classes are offered on site to assist employers with employment or promotion barriers.

Illinois Eastern Community Colleges (serving the counties of Clay, Crawford, Jasper, Lawrence, and Richland) provides the Adult Education and Family Literacy (AEFL) Program. IECC Adult Education staff can be contacted by phone during normal business hours. AEFL is a grant funded program that offers a variety of courses to meet the diverse needs of the individuals enrolling in the program. Classes and supportive services are offered at no cost to students. IECC AEFL program offers curriculum and instruction that are aligned with the current high school standards and career-and-college-readiness expectations. Adult Secondary courses are designed to prepare students for the GED® exam and prepare students for college and/or the workforce.

- Individuals enrolling in the program must be 16 years of age or older
- Individuals under the age 18 must provide formal separation documentation from the public school system
- All individuals enrolling in the program must complete the required assessments for class placement, advisement, and/or referrals.
 - IECC currently offers a Career Bridge course and an ICAPS welding certificate.
 - Transition assistance is available for all AEL students through the Coordinator of Transition Services.
 - Students are also referred to other WIOA partner services based on information attained during orientation, transition, and advisor meetings.

The IECC Adult Volunteer Literacy (AVL) program is grant-funded by the Secretary of State and offers tutoring to meet diverse needs of learners. AVL also provides English as a Second Language (ESL) for those individuals below a ninth-grade level.

Kaskaskia College -27210 College Road – Centralia – Kaskaskia College Adult Education staff can be contacted by phone during normal business hours. Kaskaskia College Adult Education and Literacy (KC-AEL) has High School Equivalency certificate preparatory classes at nine different sites across the college district. Classes are offered at Kaskaskia College main campus, KC Greenville Education center, KC Trenton Education Center, Centralia Library, KC Salem Education Center, KC Crisp Manufacturing & Trades Center, and KC Vandalia Campus. ESL classes are offered at Swan, Inc in Centralia and Butcher Engineering in Nashville, IL. AEL and ESL classes are also available online. Kaskaskia College (serving Bond, Clinton, Fayette, Marion, and Washington counties) provides Adult Education and Literacy programs. All programming is grant funded. The Illinois Community College Board (ICCB) grant funds the Adult Secondary Education (ASE) Adult Basic Education (ABE), English as a Second Language (ESL) programming. Classes are normally two times per week for three hours per session. The Adult Volunteer Literacy (AVL) program is grant-funded by the Secretary of State and offers tutoring to meet diverse needs of learners. AVL also provides English as a Second Language (ESL) and Adult Basic Education (ABE) for those individuals below a ninth-grade level with one-on-one tutoring. All classes, programming, and tutoring are offered at no cost to students. All KC-AEL programs offer curriculum and instruction that align with the current high school standards and career –and-college readiness expectations.

The Secretary of State grants also provide Adult and Family Literacy through local community partners.

Title III (Employment Services under Wager-Peyser) – 1.75 FTE - - 2311 Hoffman, Effingham – IDES Title III staff are onsite full time during normal business hours of 8:30 – 5:00. Customers may schedule an appointment or walk-in. IDES' Employment Services and Outreach is a labor exchange program designed to sustain economic growth by expanding employment opportunities to qualified job seekers that meet the demands of the employers. The program's objectives aim to reduce the loss of productivity by filling job openings as quickly as possible and to shorten the duration of individuals' unemployment. For job seekers who are not job ready, Employment Services, in cooperation with other workforce partners, assist clients to access training, employability development services, and other supportive services needed to realize their employment goals.

IDES and other workforce partners have formed local Business Service Teams to coordinate the agencies' employer contacts and streamline services delivered to them. The teams establish their local American Job Center as the one-stop resource for employers' employment and training needs. As part of this effort, Illinois Job Link, available to all American Job Center partners, is one of the tools that facilitate service coordination.

Title IV (Rehabilitation Services) – .5 FTE - 2311 Hoffman, Effingham – Title IV staff are located on site part time and can also be reached for services via phone during normal business hours. Customers may also be seen by appointment. Vocational Rehabilitation Services helps individuals with disabilities prepare for and find quality employment that pays a living wage and offers opportunities for advancement. There are 46 offices located throughout the state of Illinois. Services include: Restorative services, training services, evaluation, guidance and counseling, job development, job placement and follow-up.

Serving youth and adults with disabilities who desire employment.

Perkins/Post-Secondary Career and Technical Education – Perkins/Post-Secondary Career and Technical Education – Technology - .25 FTE - Located at 3 community college districts in Mattoon, Olney, and Centralia – Perkins staff can be reached via phone / email during normal business hours. The Perkins V grant is a federal grant that is designed to improve the economy by building a stronger career and technical workforce. Perkins provides assistance to students through a variety of means. In order to qualify for Perkins, an individual must be enrolled in a career and technical certificate or degree program with the intent to enter a new occupation or improve skills for their current job, and they must attend at

least 12 credit hours during an academic year. Perkins services are available through Lake Land College, Illinois Eastern Community Colleges and Kaskaskia College. Perkins Services include:

- Academic Support – tutoring
- Economic Assistance – Textbook and equipment loans, transportation assistance
- Mentoring
- Disability Services
- Career Exploration and Academic Advisement
- ACT WorkKeys testing for graduating student (IECC - CTE and GED)

IDES/Unemployment Insurance (UI) – 1.25 FTE - UI Staff are located on site full time during normal business hours of 8:30 – 5:00. Customers may schedule an appointment or walk-in. The Unemployment Insurance program, administered by IDES, is designated to contribute to the state's overall economic stability by partially protecting eligible workers against loss of income during periods of unemployment. Eligible workers who become unemployed and meet all requirements set forth in the UI Act may receive benefits for the maximum number of weeks payable under the law or until the worker finds employment or becomes otherwise ineligible.

IDES/Job Counseling, Training and Placement Services for Veterans – IDES/Job Counseling, Training and Placement Services for Veterans – 1.50 FTE - Veterans Services staff are located on site full time during normal business hours of 8:30 – 5:00. Customers are seen by appointment or may walk-in. IDES provides veterans priority of service over all other job applicants, actively promotes and develops employment opportunities, and provides placement and vocational guidance services. Veteran's Representatives work in conjunction with Wagner-Peyser staff to assess the needs veterans, and assistance is then provided to ensure that the veteran is job-ready. If significant barriers to employment (SBEs) are identified, the veteran receives intensive service from a Veteran's Representative. Those with SBEs work one-on-one with a Veteran's Representative to overcome their barriers in order to become job-ready. Priority is given to veterans when referring candidates to open employment positions and dedicated staff continually do outreach with local employers to find current employment opportunities in the community that are suitable for job-ready veterans. Individualized labor market information is provided to veterans to help determine if additional training is needed to obtain employment that provides sufficient earnings. Referrals to supportive and/or partner services will be made as needed.

IDES/Trade Readjustment Assistance – .25 FTE - TRA staff are located on site full time during normal business hours of 8:30 – 5:00. Customers are seen by appointment or may walk-in. IDES administers Trade Readjustment Assistance, a benefit under the TAA program, providing income support to persons who have exhausted unemployment compensation and whose jobs were affected by foreign imports.

Trade Adjustment Assistance (TAA) – 0.0FTE Currently, funding for TAA is not available. However, if needed and available, TAA funds will be sought and TAA services will be available on-site provided by CEFS Career Planners as a component of their repertoire of standard services. Staff is physically present at the One-Stop Center during business hours and will continue to work closely with both on-site and off-site partners through the referral process. Walk in customers will be seen. In addition to the One-Stop all TAA services are also available at access sites located throughout LWIA 23. These access locations are in Olney, Robinson, Lawrenceville, Vandalia, Mattoon, and Centralia

IDES/ Migrant & Seasonal Farmworkers (MSFW) – .25 FTE - IDES staff (on site) provides staff assisted services to migrant and seasonal farmworkers including job development, career guidance, referral to training and supportive services during normal business hours of 8:30 – 5:00. Customers are seen by appointment or may walk-in. Wagner-Peyser staff will assist with the intake process by

assessing the client's needs, assisting with UI claims, and registering with Illinois Job Link in order for the claimant to immediately begin searching for work. Staff will also provide Labor Market Information to educate clients on the current employment outlook and determine if further training will be necessary to enhance employment opportunities. Clients may be directed to work-readiness workshops or referred to partner agencies and/or supportive services, depending on the needs of the client.

National Farmworker Jobs Program (NFJP) – ———.25 FTE – The National Farmworker Job Program (NFJP) is a nationally directed program for chronically unemployed and underemployed migrant and season farmworkers (MSFW) administered by the United Migrant Opportunity Services (UMOS). UMOS provides WIOA Title ID career services, training and related assistance, and support services for eligible MSFWs, including youth. UMOS coordinates with core and required partners (Title I, II, III, and IV), including the IDES Title III MSFW Program and other partners in the One-Stop delivery system. When requested by the AJC, the UMOS staff will schedule appointments for onsite screening for NFJP eligibility and basic career services for customers. UMOS staff will be available for direct linkages via telephone (office and cell) on demand during regular business hours for communication between AJC and UMOS staff about referrals with customers. UMOS will participate in the mutual referral network. UMOS office locations meet ADA accommodations requirements.

Community Services Block Grant (CSBG) – Community Service Block Grant (CSBG) – .25 FTE - - 1805 Banker, Effingham - CSBG staff can be reached via phone / email during normal business hours. CEFS/CSBG offers a variety of services that may assist One-Stop participants. Such services include food pantries, rent, and utility assistance, Referrals to the CSBG program can be made by contacting the local C.E.F.S. Outreach office in the participant's county. Offices are located in Flora, Effingham, Vandalia, Shelbyville, Taylorville, Sullivan, and Taylor Springs. ERBA/CSBG - 400 W. Pleasant St, Greenup - employment and training dollars are used to help low-income people become more self-sufficient and are used to provide skill training to obtain skills and competencies required for employment. Short-term training is offered to participants to gain skills necessary for sustainable employment. Offices located in Clark, Coles, Crawford, Cumberland, Edgar, Jasper and Lawrence Counties.

BCMW/CSBG and the Department of Commerce and Economic Opportunity (DCEO) will provide scholarships for five eligible people for post-secondary education support. The program is designed to provide financial assistance to disadvantaged people and those with low incomes who have high academic attainment potential. Outreach Offices are located in Bond, Clinton, Marion and Washington counties.

Senior Community Services Employment Program (SCSEP) – Senior Community Services Employment Program (SCSEP) – .25 FTE - 201 N. Van Buren, Newton - National Able, through the Senior Community Service Employment Program (SCSEP), assists eligible individuals, participate in paid community service assignments at local public and nonprofit organizations. These assignments are a steppingstone to employment. We help foster individual economic self-sufficiency and promote useful part-time opportunities in community service assignments for unemployed low-income persons who are 55 years of age or older, particularly persons who have poor employment prospects, and to increase the number of older persons who may enjoy the benefits of unsubsidized employment in both the public and private sectors. Through these community services and related activities, the SCSEP enhances the skills and abilities of participants, increases their employability, develops appropriate job opportunities, and assists in placing them in unsubsidized employment after the completion of their community-service assignments.

National Able serves individuals in Clark, Coles, Cumberland, Edgar, Effingham, and Moultrie counties.

Senior Community Services Employment Program (SCSEP) – Evansville Goodwill Industries 920 S. 42nd Street, Mount Vernon, IL 62864 – Evansville Goodwill Industries is a subgrantee of Goodwill Industries International providing employment services to eligible older Americans. SCSEP is an employment and training program designed to assist income eligible workers aged 55 or older to re-enter the job market. Participants engage in work-based-learning and upgrading marketable skills. Work-based-learning is provided through assignments to local not-for-profit organizations. Enrollees can train up to 20 hours per week at their assigned host agency and will receive the state's prevailing minimum wage for those hours. Program staff provide intensive job search assistance after participants achieve their training objectives. This assistance includes methods of job search, resume writing, application assistance and interview coaching.

Evansville Goodwill Industries serves individuals in Clay, Crawford, Jasper, Lawrence, and Richland counties.

In addition to the community service assignment, participants in the SCSEP get help accessing needed services, updating their employment skills, and developing a job search plan.

All Title V agencies' staff can be reached via phone / email during normal business hours.

DHS/TANF – .25 FTE - DHS/TANF staff can be reached via phone / email during normal business hours. The Illinois Department of Human Services (IDHS) provides many services to help people in Illinois have better lives, including information and referrals to services provided by other agencies and community partners. Through their programs, services, and prevention efforts, the IDHS, Division of Family and Community Services (FCS) improves the health and well-being of individuals and promotes self-sufficiency and integrity of families in Illinois. FCS works with customers, providers, and advocates to achieve high standards of service. FCS has local offices across the state. These offices are known as Family Community Resource Centers (FCRCs) and they provide many types of services and information. Four different FCRCs serve the counties that make up LWIA 23:

Mid-Illinois FCRC (serving Clark, Coles, Cumberland, Edgar, Effingham, and Moultrie Counties)
1550 Douglas St
Charleston, IL 61920
(217) 345-2188

Crawford FCRC (serving Crawford and Jasper Counties)
1110 North Allen St
Robinson, IL 62454
(618) 544-3151

Richland FCRC (serving Clay, Lawrence, and Richland Counties)
1406 Martin St
Olney, IL 62450
(618) 392-3151

Marion FCRC (serving Fayette and Marion Counties)
800 S Locust St
Centralia, IL 62801
(618) 532-1966

Listed below are services available to meet the individual and family needs of IDHS customers:

- Medical Benefits
- SNAP Benefits
- Cash Assistance
- Employment and Training Services
- Alcohol and Substance Abuse Services
- Domestic Violence Services
- Mental Health Services
- Services for Pregnant Women
- Child Care Services
- Women, Infants and Children (WIC)
- Services for Teen Parents
- Services for People with Disabilities
- Group Care - Nursing Homes
- Services for Senior Citizens
- LIHEAP
- Earned Income Tax Credit (EITC)
- Crisis Nursery
- Food Pantries
- Healthy Families Illinois
- Homeless Services

IDOC Second Chance – NA

HUD Employment and Training Activities – NA

Job Corps – NA

YouthBuild – NA

8. PROGRAMMATIC ACCESSIBILITY (Sec. 121 (c)(2)(iv)) (§ 678.500(b)(4))

- *Describe features or methods to ensure the comprehensive one-stop center and any designated affiliate sites or specialized centers provide access to all required career services in the most inclusive and appropriate settings for each individual participant, including assuring that individuals with barriers to employment, such as individuals with disabilities, can access available services (§678.500(b)(4)).*
- *Describe any specific human or financial commitments partners are making to coordinate the customer experience through a physical or virtual front door. Examples include: using career navigators, customer advocates, cross-program knowledge, frontline training, accessible technology or other support systems.*

Note: Provide as much specificity as possible for each commitment made as a local workforce system, including whether individual partners are making a specific human or financial commitment to carry out that local system approach.

All individuals, regardless of any barriers to employment or disability, will be given access to all 14 required career services on site and the opportunity to explore occupations to understand the technical and physical requirements. Accommodations will be made for individuals when necessary. Direct linkage is addressed in the referral process and will be with an actual person at the partner program if not onsite.

All partners agree that they will not discriminate in their employment practices or services on the basis of gender, age, race, color, creed, religion, national origin, disability, or veteran's status, or on the basis of any other classification protected under state or federal law. The partners assure that they have in place policies and procedures to address these issues, and that such policies and procedures have been disseminated to their employees and otherwise posted as required by law. The partners further assure that they are currently in compliance with all applicable state and federal laws and regulations regarding these issues.

All partners will cooperate with compliance monitoring that is conducted at the local level to ensure that all comprehensive one-stop center, programs, services, technology, and materials are accessible and available to all. These services will be provided "on demand" and in "real time" in the physical comprehensive one-stop center in person or via technology consistent with the "direct linkage" requirement as defined in WIOA (WIOA Section 121(b)(1)(A) and Section 678.305(d) of the draft Notice of Proposed Rulemaking). Additionally, staff members will be trained to provide services to all, regardless of range of abilities, mobility, age, language, learning style and intelligence or education level. An interpreter will be provided "in real time" to any customer with a language barrier. Additionally, assistive devices, such as screen-reading software programs (i.e. JAWS and DRAGON) and assistive listening devices will be available.

9. PHYSICAL ACCESSIBILITY (Sec. 121 (c)(2)(iv)) (§678.500(b)(4))

- *Describe how—through specific examples and commitments—required partners will assure the physical accessibility of the comprehensive one-stop center(s) and any designated affiliate sites or specialized centers, including the following:*
 - *The designated service location layout supports a culture of inclusiveness.*
 - *The location is recognizable in a high-traffic area.*
 - *Access to public transportation is available within reasonable walking distance.*
 - *The location includes a dedicated parking lot, with parking lot spaces closest to the door designated for individuals with disabilities.*
 - *The agreed-upon plan for addressing waiting lines outside of the one-stop center entrance.*

- ☒ Please affirm that the local one-stop system will comply with all federal and State physical inclusiveness and accessibility requirements, including the Americans with Disabilities Act (ADA) of 1990, Section 188 of WIOA, the Illinois Accessibility Code, the most recent ADA standards for Accessible Design and the Uniform Federal Accessibility Standards, and all other applicable statutory and regulatory requirements.
- ☒ Please affirm that facilities are accessible during business hours to customers in accordance with the local area's security and staffing plan.

The comprehensive one-stop center, located at 2311 Hoffman Dr., Effingham, IL will maintain a culture of inclusiveness in compliance with Section 188 of WIOA, the Americans with Disabilities Act (ADA) of 1990 and all other applicable statutory and regulatory requirements. Additionally, the physical characteristics of the facility, both indoor and outdoor, substantially meet compliance with 29 CFR Part 37, the 2010 or most recent ADA standards for Accessible Design, the Uniform Federal Accessibility Standards, and the Illinois Accessibility Code. Services will be available in a convenient, high traffic and accessible location taking into account reasonable distance from public transportation and adequate parking (including parking clearly marked for individuals with disabilities). Indoor space will be designed in an “equal and meaningful” manner providing access for individuals with disabilities.

- The location of the Comprehensive One Stop Center, featuring prominent Illinois workNet signage, is recognizable in a high traffic area, in the Southeastern region of the city, one block off of a major highway (IL Route 45), with close proximity to the Effingham Industrial Park, and directly next to a daycare/preschool facility.
- Access to public transportation is available at the One Stop Center entrance.
 - The designated parking spaces for individuals with disabilities are clearly marked and are closest to the entrance.

In the event the resource room has met capacity at 12 customers, subsequent walk in customers will be put on a waiting list that is managed by the RR Specialist and asked to wait in their vehicle until at least one customer departs the building and they are called by the RR Specialist. A list will be established on a first come, first served basis for all waiting customers.

10. PROCUREMENT OF ONE-STOP OPERATOR (Governor’s Guidelines, Section 1, Item 8(j)) (§ 678.600-635)

[NOTE: Ensure that the following content agrees with and aligns to the budget spreadsheet and notes.]

- Name the procured one-stop operator and identify the agreed-upon one-stop operator model for each one-stop center in the local area. The operator may be a single entity (public, private, or nonprofit) or a consortium of entities (if the consortium of entities is composed of one-stop partners, it must include a minimum of three of the one-stop partners).
- Describe the functions and scope of work of the one-stop operator as defined in the Request for Proposal or as planned for the competitive procurement process.
- Describe the payment provisions, including the term, frequency and method of payment for one-stop operator services.
- For each shared cost center, state the total cost of the one-stop operator and the required partners which are contributing to that cost.
- For each shared cost center, explain the method of contribution(s) (e.g., cash, non-cash, third-party in-kind) each required partner is contributing to the cost of the one-stop operator. Example: A consortium partner contributes a non-cash contribution in the amount of the market value for specific services under the One-Stop Operator Agreement.

By clicking on the boxes below, required partners in the local area affirm that the one-stop operator will not perform the following proscribed functions:

- ☒ *convene system stakeholders to assist in the development of the local plan*
- ☒ *prepare and submit local plans (as required under sec. 107 of WIOA)*
- ☒ *be responsible for oversight of itself*
- ☒ *manage or significantly participate in the competitive selection process for one-stop operators*
- ☒ *select or terminate one-stop operators, career services, and youth providers*
- ☒ *negotiate local performance accountability measures*
- ☒ *develop and submit budget for activities of the Local WDB in the local area.*

The One Stop Operator will be named the Core Partner Consortium. This consortium consists of representatives of Title I, Title II, Title III and Title IV. This committee will oversee the daily operations of the One Stop and shall be procured in accordance with State guidelines.

A One Stop Operator may not perform the following functions: convene system stakeholders to assist in the development of the local plan; prepare and submit local plans; be responsible for oversight of itself; manage or significantly participate in the competitive selection process for one-stop operators; select or terminate one-stop operators, career services, and youth providers; negotiate local performance accountability measures; and develop and submit budget for activities of the Local Board in the local area.

The Scope of Work for the One Stop Operator is as follows:

- Coordinate service delivery among the partners of the public workforce system in the local workforce area.
- Coordinate service delivery among physical and electronic sites
- Coordinate services across the local area's workforce system
- Provide basic services such as orientations, information on careers and labor markets, and resource rooms
- Implementation of Board policies
- Report to Board on operations, performance accountability and continuous improvements
- Manage hours of operation at all sites
- Manage technological resources such as websites, case management information, business networking software, on-line testing sites
- Manage daily operations through coordination with the stakeholders for lease, utilities, and other invoice remittance
- Manage partner responsibilities as defined in MOU
- Manage services for individuals
- Manage services for businesses
- Submit annual staffing and operational budgets
- Follow federal and state regulations pertaining to handling of EEO responsibilities, customer complaints, and physical and programmatic accessibility
- Fulfill other roles as identified by the Board

The cost of the One Stop Operator is \$48,00. All required partners have agreed to the PY25 budget using the FTE method in determining the amounts each agency will contribute. All System Delivery contributions will be in cash. All infrastructure costs will be paid in cash. All agencies will be billed quarterly.-

**11. REFERRAL PROCESS (Sec. 121 (c)(2)(iii)) (Governor's Guidelines, Section 1, Item8(i))
(\$678.500(b)(3)-(4))**

- *Describe the local one-stop operator's role and responsibilities for coordinating referrals among required partners (§678.500(b)(3)).*
- *Complete the Referral System matrix included on page 12 of the original MOU Template.*

Comprised of the local representatives of the WIOA partners, the Core Partners will act as the One-Stop Operator. The LWIB determined that the Core Partners would be best suited to oversee the operations of the One-Stop. The LWIB will give the responsibility for coordinating referrals to the Core Partners for the subsequent coordination of services. The Core Partners will meet periodically to coordinate these activities among partners. Through the Core Partners, the partners have developed a centralized referral form to be used by all partners for referring customers between partners. A statewide software program is anticipated in order to assist with tracking referrals and customers, as well as related follow-up across all partners. This anticipated software will also assist with providing "real time" data for partners, local workforce boards, and the state.

12. SHARED DATA AND INFORMATION (Governor's Guidelines, Section I, Item 8(k))

- *Describe how core program partners will share data and information and will collaborate to assure that all common primary indicators of performance for the core program partners in the local area will be collectively achieved.*

NOTE: Partners are encouraged to seek clarification from their respective core partner state agency and/or data staff.

☒ Please affirm that notwithstanding any other provisions in this MOU, only partners who have executed a separate data sharing agreement with IDES will have access to wage records and other confidential IDES data.

☒ Please affirm that participants' Personally Identifiable Information (PII) will be kept confidential.

Partners agree to a data sharing agreement that allows each program to comply with the federal laws governing it and that will be used to improve mutual referrals and communication.

Partners agree to comply with federal and state laws governing protection of personally identifiable information while working toward greater integration of services across programs. We looked at the WIOA information regarding the indicators of performance below and determined that the core partners will respond to these areas as best they can, reporting on numbers served and program performance to assure that all common primary performance indicators are achieved. As most of us utilize sources of information stemming from IDES, we realize that the information may be two to three quarters behind in reporting of employment statistics. We will also report on employer contacts, services provided, and develop indicators that will establish our effectiveness. The core partners will report this as aggregate (totals) information on a quarterly basis to the consortium so that the information will not be individual customer specific.

The One Stop Operator (Titles 1 - 4) is scheduled to have monthly meetings. All information (customer referrals, performance information, etc.) that is discussed at this meeting will be passed on to the Consortium. Also, during the Consortium meeting, all other partners report their information, which, in turn, is reported to the LWIB by the Consortium chair.

Establishes Common Performance Measures across Core Programs (WIOA Section 116 (b)(2)(A), Primary Indicators of Performance): WIOA includes six primary indicators of performance that will be negotiated with each State by the Secretaries of Education and Labor as part of the State plan.

* The percentage of participants who are in unsubsidized employment during the second quarter after exit from the program;

* The percentage of participants who are in unsubsidized employment during the fourth quarter after exit from the program;

* Median earnings of participants who are in unsubsidized employment during the second quarter after exit from the program;

* The percentage of participants who obtained a recognized post-secondary credential or a secondary school diploma, or its recognized equivalent during participation in or within 1 year after exit from the program. A participant who has obtained a secondary school diploma or its recognized equivalent is only included in this measure if the participant is also employed or is enrolled in an education or training program leading to a recognized postsecondary credential within 1 year from program exit.

* The percentage of participants who during a program year, are in an education or training program that leads to a recognized post-secondary credential or employment and who are achieving measurable skill gains, defined as documented academic, technical, occupational, or other forms of progress, towards such a credential or employment.

* Effectiveness in serving employers, based on indicators developed as required by sec. 116(b)(2)(A)(iv) of WIOA.

Notwithstanding any other provisions in this MOU, only partners who have executed a separate data sharing agreement with IDES will have access to wage records and other confidential IDES data.

All customers that are referred between agencies will sign a referral form giving permission for agencies to share their confidential information regarding their participation in any of the partners programs. Information is shared only as needed so the counselors can provide integrated cross-program services to the client.

Adult Education / Perkins have transition specialists to assist participants with referrals to WIOA partners providing a seamless transition into education and / or workforce.

13. COSTS AND COST SHARING OF SERVICES (Sec. 121 (c)(2)(ii)) (Governor's Guidelines, Section 1, Item 1(c); Section 2) (§ 678.510(a), §678.755 and §678.760)

Please complete the Infrastructure Funding Agreement (fillable MOU budget spreadsheet) and submit annually with the MOU or MOU Amendment.

In the space below and following the Governor's Guidelines – Revision 4, provide the following narrative:

1. *Affirm in the narrative that required partners negotiated infrastructure and shared local service delivery system costs specific to the applicable program year for both comprehensive one-stop centers and any affiliate or specialized centers designated by the local workforce board.*
2. *Clearly identify in the narrative the time period for which the Infrastructure Funding Agreement is effective; e.g., July 1, 20XX through June 30, 20XX.*
3. *Specify in the narrative whether the budget submitted represents an interim or final budget agreement.*

4. Describe in the narrative the agreed-upon method that each partner will contribute as a proportionate share of costs to support the services and operations of the local service delivery system.
5. Affirm in the narrative that each required partner meets the minimum FTE commitment of .25 FTEs in each comprehensive one-stop center and each designated affiliate site.
 - a. If all required partners agree for a partner to commit to less than .25 FTE, then the local board may submit a waiver using the waiver request form included in the Report of Outcomes template (Appendix G of the Governor's Guidelines – Revision 4).
6. Describe in the narrative whether and which staff will be cross-trained to provide services on behalf of another required partner.
 - b. For each required partner providing cross-trained staff to deliver services on behalf of another partner, confirm how the contributing partner's shared cost allocations will be reduced in correlation with the number of FTEs that will be cross-trained to provide another partner's programs.
7. Please describe the invoicing process and any special deadlines for determining actual costs for each partner included in this MOU. (Please note that CSBG's grant cycle requires the partner to pay all actual costs within 30 days of the partner's 12/31 invoicing deadline and within 30 days of its 6/30 invoicing deadline each program year.)

Using the table provided below, include the following additional financial information for each required program partner:

1. Each required program partner's total cash contribution toward its proportionate share of infrastructure and local service delivery system costs; and
2. The dollar amount of a 10% variance from each partner's total cash contribution in the case that actual costs exceed budgeted costs.

		Partner's Total Cash Contribution	Dollar Amount of 10% Variance (if applicable)	Partner's Total Cash Contribution <u>plus</u> 10% Variance (if applicable)
Commerce	Title IB - Adult, Youth, & Dis. Workers	45126	4513	49639
	TAA	0	0	0
	CSBG	3760	376	4136
IDES	Title III - Wagner-Peyser	11731	1173	12904
	Title III - MSFW	1676	168	1844
	Veterans Services	10055	1006	11061
	UI Comp Programs	8379	838	9217
	TRA	1676	168	1844

ICCB	Title II - Adult Education	3760	376	4136
	Career & Tech Ed - Perkins	3760	376	4136
DHS	Title IV - Vocational Rehab	7521	752	8273
	TANF - DHS	3760	376	4136
Aging	SCSEP	3760	376	4136
DOC	Second Chance			
HUD				
Title IC - Job Corp				
Title ID - National Farmworkers				
Title ID - YouthBuild				
Other 1				
Other 2				
Other 3				
Other 4				

- ☒ In accordance with the State Finance Act (30 ILCS 105/30), this MOU is contingent upon and subject to the availability of funds. A State Agency Partner may terminate or suspend this MOU, in whole or in part, without penalty or further payment being required, if (i) the funds to which this MOU commits a State Agency Partner have not been appropriated or otherwise made available to the State Agency Partner by the State or the Federal funding source, (ii) the Governor or a State Agency Partner reserves funds, or (iii) the Governor or a State Agency Partner determines that funds will not or may not be available for payment. The State Agency Partner shall provide notice, in writing, to the other Partners of any such funding failure and its election to terminate or suspend this MOU as soon as practicable. Any suspension or termination pursuant to this paragraph will be effective upon the date of written notice unless otherwise indicated.
- ☒ All required partners as a party to this MOU acknowledge that the ability of any partner to contribute its agreed contribution to the One-Stop costs is contingent on the availability of State and/or federal funding for its respective program(s).

All required partners met on February 28, 2025, March 7, 2025, and April 11, 2025 to negotiate the infrastructure and shared system costs for the period July 1, 2025 – June 30, 2026. All partners agreed on the proposed One stop budget for the office located at 2311 Hoffman in Effingham, IL. The budget that is submitted with this MOU is final. All partners are assigned a specific FTE that was determined by the number of employees that offer WIOA services in the Effingham office. Those agencies that have no physical presence in the office were assigned an FTE of .25 (State minimum requirement) and all agencies will provide cash for their share of the costs. Cross trained employees will work with customers on the beginning stages of program entrance before referring them to the correct agency for complete service, however, no cost allocations will be changed. The Resource Room Specialist has been trained by all required partners on the services that they offer so they can better refer customers to the appropriate agency for services. C.E.F.S. Economic Opportunity Corporation and IDES will issue invoices for their respective costs associated with the One Stop. Invoices must be issued timely due to CSBG's grant cycle. The State

Funding Mechanism will be used if consensus cannot be reached in regards to infrastructure costs negotiations.

Dylan Pugh, Senior Grant Accountant, was appointed to complete the quarterly reconciliation of budgeted costs to actual costs.

14. AMENDMENT PROCEDURES AND RENEWAL PROVISIONS (Sec. 121 (c)(2)(v)) (Governor's Guidelines, Sections 5 & 6) (§ 678.500(b)(5)(6))

- *Describe the procedures for amending the MOU with an annual one-stop operating budget with Infrastructure Funding Agreement.*
- *Describe the procedures for amending the MOU any time substantial changes have occurred before the MOU's three-year expiration date.*

NOTE: Ensure the MOU reflects the most recent date as amendments and renewals are approved.

Partners will meet regularly to assess programs and services available at and through the Illinois workNet Center for effectiveness and make adjustments to improve service coordination. Annually, Center costs will be reconciled and reported out to Partners to assist in negotiating Cost Sharing agreement for the next year.

This MOU may be amended upon mutual agreement of the parties that is consistent with federal, state, or local laws, regulations, rules, plans or policies or for one or more of the following reasons:

1. Termination of or addition or removal of a partner from this MOU.
2. Removal or addition of program responsibilities for any partner that administers more than one federal program.
3. A change in the one-stop operator or a change in the physical location of the comprehensive one-stop center.
4. A change in the services, service delivery methods currently utilized, referral methods, or methods to allocate costs.
5. The need to renegotiate a partner's proportionate share of costs based on changes in the method of service delivery or program or funding changes that affect a partner's continued ability to meet its shared cost obligations.
6. Annual cost negotiations or any substantial changes to the content of this MOU.

All amendments will involve the following process:

1. The Parties seeking an amendment will submit a written request to the LWIB 23 that includes:
 - The requesting party's name.
 - The reason(s) for the amendment request.
 - Each Article and Section of this MOU that will require revision.
 - The desired date for the amendment to be effective.
 - The signature of the requesting party's authorized representative.

If the request is approved, the LWIB 23 will notify the remaining parties of the intent to amend and will provide each remaining party thirty (30) days from the date of the notice (unless another time frame is specified in the notice) to review the anticipated changes and to submit a response to the LWIB 23. Failure by a party to respond within the prescribed timeframe will be deemed that party's approval of the proposed changes. In the event that a remaining party has questions and/or concerns regarding the proposed amendment, the party must list its questions and/or concerns in writing and submit the list to LWIB 23 within the specified timeframe.

LWIB 23 will review the listed questions/concerns and will issue a response within fifteen (15) days of receipt of the list. If LWIB 23 deems it necessary, the listed questions/concerns will be sent to all other

parties and/or a meeting with all parties will be scheduled to discuss the proposed changes and to achieve consensus on a final amendment draft.

The final, approved amendment draft will be signed by authorized representatives of the affected partners, then submitted to LWIB 23 for the final signature.

LWIB 23 will distribute copies of the fully executed amendment to all Parties.

15. ADDITIONAL LOCAL PROVISIONS (OPTIONAL) (Sec. 121(c)(2)(B)) (§678.500(c))

| |

16. ADDITIONAL PARTNERS (Sec. 121 (b)(2))

| |

17. AUTHORITY AND SIGNATURES (Governor's Guidelines, Section 1, Item 8(p); Section 5, Items 28-29) (§678.500(d))

- *Include a statement that the individuals signing the MOU have authority to represent and sign on behalf of their program under WIOA.*

Individuals signing this MOU have authority to represent and sign on behalf of their program under WIOA.

18. ATTACHMENTS

Each Party acknowledges and agrees that the Attachments listed in this Section are attached hereto and incorporated into this MOU. Further, each Party acknowledges and agrees that by signing this MOU it agrees to be bound by the terms and conditions of the Attachments.

LOCAL SERVICE MATRIX FOR COMPREHENSIVE ONE-STOP CENTERS ☒

INCLUDES:

- CAREER SERVICES AVAILABLE THROUGH THE LOCAL COMPREHENSIVE ONE-STOP CENTER(S)
- OTHER PROGRAMS AND ACTIVITIES AVAILABLE THROUGH THE LOCAL COMPREHENSIVE ONE-STOP CENTER(S)
- SERVICE DELIVERY METHOD THROUGH THE LOCAL COMPREHENSIVE ONE-STOP CENTER(S)

IDES NON-DISCLOSURE AGREEMENT ☒

ONE-STOP OPERATING BUDGET SPREADSHEET ☒

CURRENT ONE-STOP OPERATOR AGREEMENT <input checked="" type="checkbox"/>
DIRECT LINKAGE CHECKLIST <input checked="" type="checkbox"/>
OTHER

TEMPLATE **REFERRAL SYSTEM MATRIX**

REFERRAL BETWEEN PARTNERS																					
Instructions: Please indicate all partners to which each partner will make referrals																					
REQUIRED PARTNERS	Title I: Adult Dislocated	Title II: Adult Ed.	Title III: W-P	Title IV: Rehab. Services	Post-secondary CTE under Perkins	UI	Veterans Services	TRA	TAA	MSFW	NFJP	CSBG	SCSEP	TANF	Second Chance	HUD	Job Corps	YouthBuild	Other (specify)	Other (specify)	Other (specify)
Title I: Adult, Dislocated Worker, Youth	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title II: Adult Education and Literacy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title III: Employment Programs under Wagner-Peyser	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title IV: Rehabilitation Services	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Post-secondary Career and Technical Education under Perkins	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unemployment Insurance	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Job Counseling, Training and Placement Services for Veterans	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trade Readjustment Allowance (TRA)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trade Adjustment Assistance (TAA)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Migrant and Seasonal Farmworkers	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
National Farmworker Jobs Program	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**TEMPLATE
REFERRAL SYSTEM MATRIX**

REFERRAL BETWEEN PARTNERS																					
Instructions: Please indicate all partners to which each partner will make referrals																					
REQUIRED PARTNERS	Title I: Adult Dislocated	Title II: Adult Ed.	Title III: W-P	Title IV: Rehab. Services	Post-secondary CTE under Perkins	UI	Veterans Services	TRA	TAA	MSFW	NFJP	CSBG	SCSEP	TANF	Second Chance	HUD	Job Corps	YouthBuild	Other (specify)	Other (specify)	Other (specify)
Community Services Block Grant (CSBG)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Senior Community Services Employment Program (SCSEP)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TANF	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Second Chance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Housing and Urban Development Employment and Training Activities (HUD)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Job Corps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
YouthBuild	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input 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"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input 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"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input 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"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

TEMPLATE
LOCAL SERVICE MATRIX FOR COMPREHENSIVE ONE-STOP CENTERS

CAREER SERVICES AVAILABLE THROUGH THE LOCAL COMPREHENSIVE ONE-STOP CENTER(S)

BASIC CAREER SERVICES												
REQUIRED PARTNERS	Eligibility for Title IB	Outreach, intake, orientation	Initial Skills Assessment	Labor exchange services, including job search and placement assistance	Referral and coordination with other programs	Workforce and labor market information and statistics	Performance and cost information on providers of education, training and workforce services	Performance info for the local area as a whole	Information on the availability of supportive services	Information and meaningful assistance with UI claims	Assistance establishing eligibility for financial aid for non-WIOA training and education	
Title I: Adult, Dislocated Worker, Youth	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Title II: Adult Education and Literacy	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Title III: Employment Programs under Wagner-Peyser	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Title IV: Rehabilitation Services	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Post-secondary Career and Technical Education under Perkins	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Unemployment Insurance	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Job Counseling, Training and Placement Services for Veterans	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Trade Readjustment Allowance (TRA)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Trade Adjustment Assistance (TAA)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Migrant and Seasonal Farmworkers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
National Farmworker Jobs Program	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Community Services Block Grant (CSBG)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Senior Community Services Employment Program (SCSEP)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
TANF	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Second Chance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Housing and Urban Development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

TEMPLATE
LOCAL SERVICE MATRIX FOR COMPREHENSIVE ONE-STOP CENTERS

BASIC CAREER SERVICES												
REQUIRED PARTNERS	Eligibility for Title IB	Outreach, intake, orientation	Initial Skills Assessment	Labor exchange services, including job search and placement assistance	Referral and coordination with other programs	Workforce and labor market information and statistics	Performance and cost information on providers of education, training and workforce services	Performance info for the local area as a whole	Information on the availability of supportive services	Information and meaningful assistance with UI claims	Assistance establishing eligibility for financial aid for non-WIOA training and education	
Employment and Training Activities												
Job Corps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
YouthBuild	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input 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"/>	<input type="checkbox"/>	<input 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"/>	<input type="checkbox"/>	<input 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"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

INDIVIDUALIZED AND FOLLOW-UP CAREER SERVICES												
REQUIRED PARTNERS	Comprehensive and specialized assessments	Development of an individual employment plan	Group counseling	Individual counseling	Career planning	Short-term pre-vocational services	Internships and work experience	Workforce preparation activities	Financial literacy services	Out-of-area job search assistance	English language acquisition	Follow-up services for participants in adult and dislocated worker programs
Title I: Adult, Dislocated Worker, Youth	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Title II: Adult Education and Literacy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Title III: Employment Programs under Wagner-Peyser	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title IV: Rehabilitation Services	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Post-secondary Career and Technical Education under Perkins	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unemployment Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Job Counseling, Training and Placement Services for Veterans	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

TEMPLATE
LOCAL SERVICE MATRIX FOR COMPREHENSIVE ONE-STOP CENTERS

INDIVIDUALIZED AND FOLLOW-UP CAREER SERVICES												
REQUIRED PARTNERS	Comprehensive and specialized assessments	Development of an individual employment plan	Group counseling	Individual counseling	Career planning	Short-term pre-vocational services	Internships and work experience	Workforce preparation activities	Financial literacy services	Out-of-area job search assistance	English language acquisition	Follow-up services for participants in adult and dislocated worker programs
Trade Readjustment Allowance (TRA)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trade Adjustment Assistance (TAA)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Migrant and Seasonal Farmworkers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
National Farmworker Jobs Program	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Community Services Block Grant (CSBG)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Senior Community Services Employment Program (SCSEP)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
TANF	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Second Chance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Housing and Urban Development Employment and Training Activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Job Corps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
YouthBuild	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input 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"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input 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"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input 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"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

TEMPLATE
LOCAL SERVICE MATRIX FOR COMPREHENSIVE ONE-STOP CENTERS

OTHER PROGRAMS AND ACTIVITIES AVAILABLE THROUGH THE LOCAL COMPREHENSIVE ONE-STOP CENTER(S)

REQUIRED PARTNER	OTHER PROGRAMS AND ACTIVITIES PROVIDED
Title I (Adult, Dislocated Worker, Youth)	<ol style="list-style-type: none"> 1. Analysis and use of labor market data to support local economic development 2. Business services – interactions with business and economic development representatives, Incumbent Worker Training services.
Title II: Adult Education and Literacy	<ol style="list-style-type: none"> 1. Student Intake 2. Assessment 3. Student Support Services 4. Instruction 5. Online instruction – must meet minimum criteria
Title III: Employment Programs under Wagner-Peyser	Hiring events, workshops
Title IV: Rehabilitation Services	<ol style="list-style-type: none"> 1. Overview and orientation to vocational rehabilitation services 2. Evaluation and assessment of eligibility for vocational rehabilitation services 3. Vocational rehabilitation guidance and counseling 4. Development of individualized plan for employment, including job placement, vocational training or post-secondary education services
Post-secondary Career and Technical Education under Perkins	<ol style="list-style-type: none"> 1. Academic counseling and career advising 2. Resume writing / interview skills
Unemployment Insurance	Claims maintenance, general questions, claims filing
Job Counseling, Training and Placement Services for Veterans	case management, workshops
Trade Readjustment Allowance (TRA)	claims management, general questions
Trade Adjustment Assistance (TAA)	
Migrant and Seasonal Farmworkers	State merit staff approval of training, waiver issuance, out of area job search and out of area relocation
National Farmworker Jobs Program	
Community Services Block Grant (CSBG)	<ol style="list-style-type: none"> 1. Employment and training services 2. Supportive services (rent, utilities, food, employment supports, financial literacy, etc.) 3. Linkages – referrals to other programs

TEMPLATE
LOCAL SERVICE MATRIX FOR COMPREHENSIVE ONE-STOP CENTERS

REQUIRED PARTNER	OTHER PROGRAMS AND ACTIVITIES PROVIDED
Senior Community Services Employment Program (SCSEP)	1. Outreach activities 2. Professional Development 3. Recruitment 4. Financial assistance 5. Benefits screening
TANF	Job retention, services, preparation for employment, support services
Second Chance	
Housing and Urban Development Employment and Training Activities	
Job Corps	
YouthBuild	

IDES NON-DISCLOSURE AGREEMENT

Attachment to LWIA#23 MOU

The **Illinois Department of Employment Security (“IDES”)** agrees to share confidential information, as defined below, with each One-Stop Partner (**“RECIPIENT”**) pursuant to the Memorandum of Understanding, effective on July 1, 2025 and ending on June 30, 2026, for the One-Stop Center located in Illinois Local Workforce Area #23(“MOU”), solely for the limited purpose and to the extent as set forth in this IDES Non-Disclosure Agreement (“Agreement”). IDES and the RECIPIENT are collectively referred to as the “Parties” and individually as a “Party.” This Agreement is made by and between IDES and each RECIPIENT and as such this Agreement is separately and individually enforceable against each RECIPIENT.

1. MOU. RECIPIENT acknowledges and agrees that by signing the MOU it agrees to be bound by the terms and conditions of this Agreement, which are attached to and incorporated into the MOU. RECIPIENT’s execution of the MOU is a prerequisite for receiving any confidential information under this Agreement. In the event of conflict, this Agreement shall prevail over the MOU
2. One-Stop Partner. RECIPIENT affirms and acknowledges that it is a One-Stop Partner, as defined by the Workforce Innovation and Opportunity Act of 2014, as amended, (WIOA). RECIPIENT affirms and acknowledges that, except as otherwise provided herein, it will remain a Party to this Agreement as long as it continues to administer at least one federally funded employment, training or education program at an Illinois One-Stop Center, as defined by WIOA.
3. Term and Termination. The term of this Agreement shall begin upon the date of full execution of the MOU and shall end upon the termination of the MOU. Notwithstanding any other provision to the contrary, IDES may immediately terminate or cancel this Agreement and cease providing confidential information if RECIPIENT fails to adhere to any provision set forth in this Agreement. RECIPIENT agrees that its responsibilities and duties under this Agreement, including but not limited to its obligations regarding confidentiality and data security, shall remain in effect following the termination of this Agreement.
4. Confidential Information.
 - a) For purposes of this Agreement, “confidential information” means all data and information in whatever form produced, prepared, observed, or received under this Agreement to the extent such information is confidential within the meaning of any governing law, regulation, or directive, including, without limitation, the Illinois statute codified at 820 ILCS 405/1900 (“Section 1900”).
 - b) RECIPIENT agrees to comply with applicable laws, materials, regulations and all other state and federal requirements with respect to the protection of privacy, security and dissemination of the confidential information, including Section 1900; which is incorporated by reference into this Agreement. Protection from unauthorized use and/or disclosure specifically includes storage in a place physically secure from access by unauthorized persons, maintaining information in electronic formats such as magnetic tapes, discs, or on servers in such a way that unauthorized persons cannot obtain the information by any means, destroying all confidential information in the manner directed

IDES NON-DISCLOSURE AGREEMENT

by IDES as soon as the information is no longer needed for RECIPIENT's purposes, and undertaking precautions to ensure that only authorized employees and agents have access to said confidential information.

- c) RECIPIENT agrees to instruct all personnel having access to the confidential information on the confidentiality requirements set forth in this Section and agrees to fully and promptly report any infraction to the IDES.
- d) RECIPIENT agrees that the disclosure of the confidential information to the RECIPIENT does not convey any future ownership or use rights. RECIPIENT agrees that IDES shall retain sole and exclusive ownership of the confidential information.
- e) Upon the termination of this Agreement, RECIPIENT agrees to destroy or return all confidential information in the manner directed by IDES. RECIPIENT agrees that the confidential information shall not be archived or sent to a records center and shall not be retained with personal identifiers for any period longer than the term of this Agreement.

5. Data Specifications.

- a) The Parties acknowledge and agree that under this Agreement IDES will not share or provide the RECIPIENT with any information obtained from an individual or employing unit during the administration of the Illinois unemployment insurance (UI) program including, but not limited to, social security numbers, benefit records and employer's wage records.
- b) In accordance with 56 Ill. Admin. Code 2960.120, IDES may provide RECIPIENT with non-UI information contained in the Illinois Job Link (IJL) including: (i) a customer's name, address, phone number, and/or employment history; (ii) an employer's name, address, and phone number; (iii) job order information; and (iv) other non-UI information contained in IJL, provided that disclosure of such information is not prohibited under this Agreement.

6. Purpose and Use. RECIPIENT agrees that it will use the confidential information solely for the limited purpose of administering an employment, training or education program through an Illinois One-Stop Center in accordance with WIOA. Any dissemination or use of the confidential information other than for the purpose and use set forth in this Section without the express written authority of the Director of IDES is specifically prohibited.

7. Indemnification. To the extent authorized by law, RECIPIENT agrees to indemnify, assume all risk of loss, and hold harmless IDES from and against all liabilities, claims, suits, actions, judgments, damages and expenses related to or arising in connection with any acts or omissions of RECIPIENT in connection with this Agreement. RECIPIENT shall do nothing to prejudice the rights of IDES to recover against third parties for any loss.

8. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois. Any claim against IDES arising out of this Agreement must be filed exclusively with the Illinois Court of Claims, 705 ILCS 505/1 et seq., when said claim is within the jurisdiction of the Court of Claims.

IDES NON-DISCLOSURE AGREEMENT

9. Severability. If any provision in this Agreement is held to be invalid, illegal, void, or unenforceable, the validity, legality, and enforceability of the remaining provisions shall not be affected.

2025 MOU Costs and Breakdown

		Prior
Shared Infrastructure Costs	\$ 81,298.00	\$ 81,298.00
Shared One Stop Delivery Costs	\$ 52,539.00	\$ 110,585.00
Shared Delivery System Costs	\$ 2,775.00	\$ 2,775.00
Total	\$ 136,612.00	\$ 194,658.00
Title 1B	\$ 46,784.00	\$ 65,326.00
CSBG	\$ 2,215.00	\$ 3,760.00
Title III Wagner Peyser	\$ 31,157.00	\$ 41,973.00
Title III MSFW	\$ 2,215.00	\$ 3,760.00
Veterans Services	\$ 13,292.00	\$ 22,563.00
UI Comp Programs	\$ 11,076.00	\$ 18,802.00
TRA	\$ 2,215.00	\$ 3,760.00
Title II	\$ 8,290.00	\$ 9,835.00
Perkins	\$ 2,215.00	\$ 3,760.00
Title IV	\$ 10,506.00	\$ 13,596.00
TANF	\$ 2,215.00	\$ 3,760.00
SCSEP	\$ 2,215.00	\$ 3,760.00
Title ID (UMOS)	\$ 2,215.00	

Updated Cost Breakdowns

CSBG Breakdown - \$2215.00

CEFS	\$	686.65
BCMW	\$	177.20
ERBA	\$	1,351.10

Title II Breakdown - \$8290.00

Lake Land	\$	4,145.00
Kaskaskia	\$	994.80
IECC	\$	3,150.20

Perkins Breakdown - \$2215.00

Lake Land	\$	1,107.50
Kaskaskia	\$	265.80
IECC	\$	841.70

SCSEP Breakdown - \$2215.00

National Able	\$	1,373.30
Good Will	\$	841.70