

**FLORIDA ENDOWMENT FOUNDATION FOR VOCATIONAL REHABILITATION  
ORGANIZATION GRANT AWARD CONTRACT**

This agreement is entered into this 15<sup>th</sup> day of Aug, 2018 between **Opportunity Development, Inc. dba Independent Living Resource Center** ("Organization") and the **Florida Endowment Foundation for Vocational Rehabilitation (dba The Able Trust)** ("Foundation") to set forth the terms and conditions upon which the Foundation shall award Grant # **19-84** to the Organization.

Foundation states that its mission is to be a key leader in providing Floridians with disabilities with opportunities for successful employment, and one of the primary means of addressing that mission is to fund programs and projects that provide successful employment outcomes to people with disabilities. Foundation has selected Organization for funding because of the projected employment outcomes. This contract and all deliverable reporting may be open for public viewing and distribution in accordance with Florida's public records laws.

**I. Deliverables:**

- A. Organization acknowledges and agrees that the funds being awarded are intended to be applied to the project described in Attachment One, which may be a copy of the grant application and proposal.
- B. Organization shall use its best efforts to implement the project timely and complete the project described in Attachment One within three years of issuance of the first disbursement of funds from Foundation.
- C. Organization agrees to collect data on individuals served and provide that information to Foundation upon request, and at reporting intervals. Data will include accurate information on an individual's contact sources (address, email, texting numbers, etc.), employment status, name and place of employment, job title, wages paid, and other job-related data unless prohibited by law.
- D. Project reports shall be submitted by Organization to Foundation on a quarterly basis. August 10, November 10, February 10 and May 10 of the applicable calendar year. Organization will be reviewed on each anniversary of this contract for compliance and goal setting for the next contract year.
- E. Organization must sign and return contract within 60 days of presentation of contract by Foundation, or such Grant award shall be deemed withdrawn. Prior to disbursement of funds, this contract must be signed by both parties, and Organization must provide proof of existence of any additional funding which Organization identified as necessary for the success of the project.
- F. Organization shall begin the project described in Attachment One upon receipt of the first payment.
- G. Organization must recognize or reference Foundation in any marketing materials or public relations activities that are the direct result of this grant. Instructions regarding such recognition or reference are included in Attachment Two.

- H. Organization will work with Foundation to assure individuals served by the grant award are aware of the Foundation's involvement and mission.

## II. Reporting requirements

- A. Organization is required to report outcomes at regular intervals during the term of the contract, as specified in I.D. above. Failure to provide progress reports as requested will result in a delay of future payments, and may result in a reduction of the grant award.
- B. Organization shall provide a full listing of individuals served by the grant project, and employed as a result of the project, per I.C. above. The listing shall be due at each of the quarterly reports.
- C. Organization shall verify, in the regular reports, that grant funds are being applied in the specific manner and for the specific items and expenses as identified in Attachment One. Failure to use funds as specified in the project may result in a cancellation of this contract. At minimum, failure to timely apply funds to the project will result in a delay of any subsequent payments.
- D. Organization shall formally report the start-up of the project in the form of a letter to the Foundation. Failure to begin the project when the first payment is received shall result in a cancellation of the grant award and a return of any grant funds paid.
- E. Organization shall report the names and provide resume' information on all individuals hired or assigned to implement the project within 15 days of hire. If such individual(s) shall leave the project for any reason, Organization shall inform Foundation within five business days, and use due diligence in replacing the staff member with a qualified replacement in the shortest time possible. Foundation must be notified of replacement staff within thirty days of hire date. Failure to maintain adequate active staff for the project will result in payment delays and possibly cancellation of the grant award.
- F. Foundation shall be notified immediately by phone and in writing of any changes in Organization name, address, phone, fax, website URL, corporate affiliation or name of chief executive.
- G. Organization shall include in its progress reports verification of the distribution of communication materials to individuals served by this grant award. Organization shall use materials as provided by Foundation.

## III. Payment and Terms

- A. Foundation agrees to provide **\$250,000.00** to Organization as Grant # **19-84** subject to the terms and conditions as stated. The Foundation shall disburse the funds to the Organization as follows: Year One funds shall be delivered to the Organization in three disbursement(s). The first disbursement shall be in the amount of **\$39,000.00** and will be delivered within 30 days after receipt of a fully executed contract. The second disbursement shall be in the amount of **\$39,000.00** and will be paid by Foundation to Organization not less than 180 days after the initial disbursement, provided all reporting requirements are satisfied. The third disbursement shall be in the amount of **\$5,000.00** and will be paid by Foundation to Organization not more than 30 days after Year One Final Report on persons served and employed, as defined in I.C. above is received and accepted. The Foundation shall not be required to make any disbursement

of funds under this Contract unless and until Organization has complied with of the requirements or conditions of this Contract and unless all representations made by Organization herein are continuing, true and correct as of the date of any disbursements called for hereunder. Subsequent payment schedules for year two and three of the grant shall be attached to this document at the time of annual review.

- B. Funds not verified as used at the conclusion of the grant period shall be returned to Foundation, unless an extension has been granted by Foundation. Any extension shall be at the sole discretion of Foundation, and may, at Foundation's sole discretion require an amendment to this Contract. No amendment or revision of the terms of this Contract will be valid unless in writing and signed by authorized representatives of both parties or such other written means agreed to by the parties under the circumstances (such as exchange of letters or e-mails documenting mutual acceptance). No temporary, occasional, or partial relief from strict compliance with this Contract agreed to by Foundation shall be construed or relied upon the Organization as grounds for any subsequent or further relief from strict compliance with the terms of this contract.
- C. If the project as described in Attachment One should cease to be operational, Organization shall inform Foundation immediately by telephone and letter from Organization leadership. Unused funds must be returned to Foundation, along with any tangible property with a value exceeding \$500. Property shall be returned at Organization's expense within 60 days of project cessation.
- D. Organization shall not use any funds for expenses incurred before the date of the initial disbursement of funds nor shall it encumber any liability related directly to the project being funded prior to the initial disbursement of funds.
- E. Foundation may conduct an audit of the project described in Attachment One at any time during or up to five (5) years after the completion of the project, which may include all records related to the project. The audit may also include Foundation directly contacting individuals and employers served by the project.
- F. Foundation may perform on-site inspections of the project during regular business hours, and will generally provide reasonable notice prior to such inspections, unless circumstances shall dictate otherwise.

**IV. Insurance and Indemnification:** During the Agreement, including any renewals and extensions, Organization shall maintain at its expense, insurance coverage under the State of Florida Risk Management Trust Fund, established pursuant to Chapter 284, Florida Statutes, and administered by the State of Florida, Department of Insurance and Worker's Compensation Insurance as required by law. Evidence of such insurance that names the Foundation to be a named insured on the liability policies shall be provided to Foundation in writing from the covering insurance company, within 30 days of the effective date of the Agreement. The following types of insurance are required.

- A. Commercial General Liability Insurance
- B. Workers' Compensation
- C. Employer's Liability (100,000/100,000/500,000 as minimum limits)

Organization acknowledges and agrees that the project for which Granted Funds will be used has been developed and will be implemented solely by the Organization and solely for the Organization's benefit. Organization further acknowledges that there is no agreement between

Organization and Foundation, its Board members or employees to share in any of the profits, proceeds or benefits of the proposed project. Organization also acknowledges that Organization is not an agent or employee of Foundation. Organization agrees to indemnify and hold harmless the Foundation, its Board members and employees from any and all cost, loss, damage or expense (including reasonable attorney's fees) which may occur by virtue of Organization's implementation of the proposed project to the extent authorized by law and without waving any rights under the State of Florida Sovereign Immunity Statute, Chapter 768 F.S.

**V. Non-transferable clause:** This Agreement is non-transferable by Organization unless agreed in writing by Foundation.


**VI. Termination**

A. In the event of a breach of any promise, representation, warranty or agreement made by Organization under this Contract or in Organization's Grant Application, or in the event that Foundation believes that Organization has not attempted to or cannot or will not complete the project described in its Grant Application, Foundation shall be released from any and all obligation to provide the Funds or any undelivered portion thereof to Organization. Upon any such occurrence, Foundation shall be entitled to the immediate delivery of any unused Funds by Organization, as well as to the delivery of any personal property purchased with the Funds by Organization, and shall be entitled to pursue any other legal remedy available to it, including enforcing section III.C resulting from Organization's breach of this Contract.

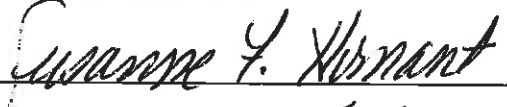
Organization and Foundation accept the terms of this contract by signing below. Organization states it is authorized to enter into this contract by the signature below. Any and all required approvals, consents, and corporate actions have been taken or obtained by Organization to allow it to enter into and perform this contract.

Organization is not otherwise affiliated with any person, partnership or other entity or organization which has received a grant from Foundation and which has not been disclosed in writing to Foundation by Organization.

**ORGANIZATION**

By:   
Printed Name: Tyler L. Morris  
Title: Executive Director  
Date: 7/29/2018

**FOUNDATION**

By:   
Printed Name: SUSANNE F. HORNANT  
Title: President/CEO  
Date: 8/20/18

Strategic Employment Placement Grant Application

19-084  
~~18~~ 084

**Organization Name:** Opportunity Development, Inc. DBA Independent Living Resource Center  
**State of Florida Charitable Registration #:** CH5116  
**IRS Employer Identification #:** 59-1842440      **Year Org was established:** 1978

<b>Mailing Address</b>	<b>Physical Location where Services Provided</b>
Street: <u>2709 Art Museum Drive</u>	<u>2709 Art Museum Drive</u>
City: <u>Jacksonville</u>	<u>Jacksonville</u>
State: <u>Florida</u>	<u>Florida</u>
Zip Code: <u>32207</u>	<u>32207</u>

**President or Executive Director's Name:** Tyler Lasher Morris, MBA  
**Phone Number:** 904-399-8484 ext 302  
**Cell Phone:** 904-327-0774  
**Email:** TylerM@theilrc.org

**Primary Project Contact:** April Baker  
**Phone Number:** 904-399-8484 ext 319  
**Cell Phone:** 904-214-4522  
**Email:** AprilB@theilrc.org

**Organization Website:** www.JAXDisability.org

**Project Name:** CAREERS 360: Opportunities in Every Direction

**Disability Population Served in proposed project (list categories):**


- Cognitive
- Mental/Emotional
- Physical
- Hearing
- Vision
- Multiple/Other

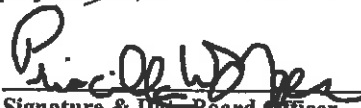
**County/Countries to Benefit Most from the proposed project:**  
Duval, Baker, Clay, Nassau and St. Johns Counties

**Is Organization currently involved in ANY Litigation:** No  
If YES, describe the litigation

**Provide the number to the following items for the three year grant**

**Total # of Persons proposed to be served during the project:** 200  
**Total # of Persons proposed to become employed during the project:** 150  
**Total Amount of Funds Requested of The Able Trust:** \$250,000  
**Total Amount of Funds Projected to support the proposed project:** \$250,000      \$723,419.13  
**Total Cost Per Person to become Employed:** \$1,666.66

  
 \_\_\_\_\_  
 Signature & Date President/Executive Director  
 Tyler Lasher Morris  
 \_\_\_\_\_  
 Printed Name

  
 \_\_\_\_\_  
 Signature & Date Board Officer  
 Priscilla Moench  
 \_\_\_\_\_  
 Printed Name & Representing Company Name

RECEIVED DEC 08 2017

## PROPOSAL NARRATIVE

**Project Name:** CAREERS 360: Opportunities in Every Direction

**Population Served:** Cognitive, Mental/Emotional, Physical, Vision, Multiple/Other, and Hearing (priority population).

### Executive Summary

For persons with disabilities, the already difficult task of finding employment is unjustly compounded by their disability status. Barriers in communication, social stigmas, and business hiring hesitations have resulted in an unemployment rate twice that of their peers without disabilities. Individuals with disabilities living in the State of Florida have higher rates of unemployment, poverty, homelessness, lower education levels, dependency on government benefits, and lower household incomes. Unemployment negatively impacts Jacksonville's taxpayers, economic growth, and opportunity for able and ready job seekers. Individuals with disabilities are often faced with a multitude of barriers that impact successful employment including lack of affordable housing, a support network, self-advocacy skills, and access to adequate nutrition. Individuals with disabilities in the Jacksonville Metropolitan Area need personalized, quality vocational and life skills trainings provided by staff with expertise in specific industries, as well as specialization in serving people with specific types of disability. Funding from the Able Trust will allow the ILRC to provide personalized, quality vocational and life skills trainings to both VR and non-VR individuals with disabilities, provide placement and retention of these individuals in growing industries and/or positions that pay above minimum wage, and form new partnerships with businesses in growing industries in the counties of Baker, Clay, Duval, Nassau and St. Johns counties. Funding will provide adequate staffing to service outlying counties, and reducing the number of individuals on each employment specialist caseload will result in increased number of individuals per year placed and retained with successful employment outcomes.

Goal 1: Increase skill set of employability of job seekers with disabilities to match industries predicted for growth and/or positions that earn greater than state minimum wage.

Goal 2: Increase placement of individuals with disabilities into competitive wage employment, in industries predicted for growth and/or positions that earn greater than state minimum wage.

Goal 3: Increase retention of individuals with disabilities in industries predicted for growth and/or positions that earn greater than state minimum wage.

### Leadership of Organization

- |                               |   |                       |
|-------------------------------|---|-----------------------|
| a) Name: Tyler L. Morris, MBA | Title: Executive Director                       | Hire Date: 09/07/2006 |
| b) Name: April Baker          | Title: Director of Employment                   | Hire Date: 05/14/2007 |
| c) Name: Samantha Rodgers     | Title: Director of Administration and Finance   | Hire Date: 06/25/2007 |
| d) Name: Margarita Maldonado  | Title: Director of Consumer Services            | Hire Date: 06/12/2006 |
| e) Name: Elizabeth Meyer, PA  | Title: Director of Development/ ADA Coordinator | Hire Date: 05/16/2016 |

f) *Statement from President/CEO regarding the commitment to the proposed program and how it is a part of the current Strategic Plan of the organization.*

The **Executive Director** manage the strategic growth of the agency and the Careers 360 Program. This will include overseeing the agency's budget and finances to be sure that all monies are being accounted for accurately and reported to the Able Trust and The ILRC's Board of Directors. The Executive Director will also provide support in assisting the Employment Services Director in establishing relationships with businesses, community agencies and other resources for the hiring and retention of individuals with disabilities, and enrichment activities to enhance the Careers 360 Program.

### Project Plan and Description

#### *Start-up of Careers 360 and Recruitment of Participants*

- ILRC will recruit participants for the program from Vocational Rehabilitation, the Deaf/Hard of Hearing population, and existing CIL programs including the Ready to Achieve Mentoring Program (RAMP) and the Youth Advisory Council (YAC). The ILRC receives over 50 referred clients for employment services each year from Vocational Rehabilitation in Clay and Duval Counties. The ILRC has an active Deaf Consumer Program with individuals seeking employment. Each year the ILRC assists 75- 100 individuals who are not yet receiving VR services or are awaiting services. Our organization provides these job seekers with a variety of vocational services including information and referral, career assessments, pre-placement training, and business networking.
- Additionally, students in RAMP at the ILRC, who age out of the program (age 18+), and are no longer in high school or post-secondary education, may elect to participate in the ILRC Employment Services Program as an

adult or as a youth who is transitioning (if applicable). The ILRC's YAC is made of 13-17 members of our community with disabilities between the ages of 13-25. The Council's goal is to represent the full spectrum of disability. Council members chose the ILRC as their employment services provider through VR.

#### *Assessing and Addressing Needs of Individuals to Gain Employment*

- Individuals with disabilities who are active clients of VR and have chosen the ILRC as their provider, will be referred to the ILRC with an Individual Career Plan and other documentation of assessment performed by VR. Non-VR Referrals: Individuals whom are not active VR clients and request employment services from the ILRC, will complete a needs assessment with their Employment Specialist including the following:
  - 1) Current Employment Status 2) Employment Goal Status 3) Desired Career Field and Skills Assessment 4) Identify potential need for wrap-around services: **4a. Transportation:** Bus passes will be provided **4b. Housing:** IR Coordinator will assist in referral and applications for affordable housing options. **4c. Criminal History:** Employment Specialist will work with business partners who hire individuals with history, and teach individual necessary skills for overcoming history in job interviews and job applications. **4d. Lack of job history/experience or gaps in employment:** Careers 360 twenty-hour readiness course will provide detailed information on internships and volunteer opportunities to gain experience and/or fill gaps in employment while job searching. **4e. Disability:** Employment specialist will develop a plan with each individual that will take into account any limitations that may be presented by disability, including work environment (ex: noise level), essential functions needed to perform duties, and accommodations to perform essential functions.
  - Independent Living Plan (ILP) or ILP Waiver: Individual and Coordinator create action steps to achieve independent living goal(s), including overcoming barriers to employment. Individuals may choose to waive an ILP, however creation of a goal is required in order to receive employment services.

#### *Training, Curriculum/Software/Testing*

- Employment Readiness Training Topics and Curriculum
  - A 20 hour, five session employment readiness course will be offered in both group setting (3 or more individuals) and one-on-one, depending on individual's needs and preferences. Ideal for individuals who have never worked, have been out of the workforce for more than 1 year, or are having difficulty obtaining employment due to barriers. Topics are below. See **Supplemental Materials for detailed Curriculum.** Session 1: Resume Writing & Development, Local Labor Market-Employment Info/Local Industries. Session 2: Search and Apply for Jobs Online, Finding and Completing Job Applications. Session 3: Navigating the Community, Managing Employer Contacts, Interviewing Skills. Session 4: Personal Interactions & Handling Conflicts, Navigating Public Transportation, Entrepreneurial Skills Training. Session 5: Payroll Deductions, Insurance Benefits, Safety, Inc., Financial Literacy
- Software (and Technology)
  - Individuals will learn the basics of using a computer: Computer parts such as a mouse, monitor, keyboard and hard drive, turning a computer on/off, logging onto a computer with a username and password. Accessing the internet via Google Chrome, Firefox, and Internet Explorer, and identifying the logo's of each search engine. Creating and using email accounts and calendars, printing documents from a computer to a printer, Basic navigation of Microsoft Word and Google Docs.
  - Testing: Career interest survey, measurement of current skill set, identification of skills needed to perform essential functions in desired position, typing tests (if applicable to desired position/field), job application tests to ensure individuals understand all information necessary to complete a job application.

#### *Movement of Individuals Through Careers 360*

- 1) Goal Creation: All consumers will be provided with one-on-one assistance in creating a vocational goal, and an option to create a plan to achieve the goal. 2) Wrap-Around-Services: Individual is offered in-house assistance and/or referrals to community resources such as Vocational Rehabilitation to assist in achieving goals. 3) Employment Readiness Training: Individuals in need of employment readiness training will be enrolled in the 20 hour readiness course. 4) Weekly Job Searching: Individuals may participate in the organization's 2 hour job searching and application workshop which takes place weekly in the ILRC computer lab. The workshop is designed to assist participants in learning to job search independently, create job searching schedules, and stay motivated to obtain employment. 5) Lunch Break: Individuals who are newly employed may receive complimentary lunches for the first 2 weeks of employment. Lunch Break relieves individuals of the financial burden of the cost of lunch while awaiting their first paycheck. If funded, the ILRC will have the appropriate staffing to teach individuals how to shop on a budget with nutritional guidance. 6) Employment Specialist: Services include assistance with resume and cover letters, job searching, job applications, business networking,

placement, retention and ongoing support for an initial 90 days. If funded, as-needed support and quarterly contact for a minimum of 3 years will be provided.

#### *Evaluative Measures*

##### **Program Goals - Quantity: How much?**

- A. Two hundred (200) persons with disabilities receiving vocational services including 1) pre-placement training/readiness, 2) placement, and/ or 3) retention services. [2018 (50); 2019 (65); 2020 (80)]
- B. One hundred forty five (145) persons with disabilities placed into successful employment. [2018 (40); 2019 (50); 2020 (55)]
- C. One hundred two (102) persons with disabilities employed one year after hire [2018 (28); 2019 (35); FY 2020 (39)]
- D. Employed two years after hire. [2018 (28); 2019 (35); FY 2020 (39)]
- E. Fifty-two (52) persons with disabilities employed two (2) years after hire. [2018: (20); 2019 (25); 2020 (27)]
- F. One hundred sixteen (116) persons placed into competitive employment [2018: (32); 2019 (40); 2020 (44)]
- G. One hundred five (105) persons with disabilities working thirty (30) or more hours/week by the end of first year of employment. [2018: (17); 2019 (21); 2020 (23)]
- H. Fifty (50) businesses providing employment opportunities for persons with disabilities. [2018: (10); 2019 (15); 2020 (25)]

##### **Program Goals - Quality/ Effort: How well are services provided?**

- A. Satisfaction rate (%) of Employees in the program [2018: (≥ 90%); 2019 (≥ 92%); 2020 (≥ 94%)]
- B. Satisfaction rate (%) of Employers in the program [2018: (≥ 90%); 2019 (≥ 92%); 2020 (≥ 94%)]
- C. Satisfaction rate (%) of Agency staff [2018: (≥ 90%); 2019 (≥ 92%); 2020 (≥ 94%)]
- D. Satisfaction rate (%) of Able Trust [2018: (≥ 90%); 2019 (≥ 92%); 2020 (≥ 94%)]

##### **Program Goals - Benefits: Is anyone any better off?**

- A. Consumer readiness (% of total individuals completing training [2018: (≥ 80%); 2019 (≥ 80%); 2020 (≥ 80%)]
- B. Consumer placement (% of total placed into employment post training) [2018: (≥ 60%); 2019 (≥ 60%); 2020 (≥ 60%)]
- C. Consumer retention (% of total first placements lasting ≥ 6 months) [2018: (≥ 100%); 2019 (≥ 100%); 2020 (≥ 100%)]
- D. Labor force diversity (employees with disabilities/total employees) [2018: (≥ 80%); 2019 (≥ 80%); 2020 (≥ 80%)]
- E. Compensation (% receiving minimum wage) [2018: (≥ 100%); 2019 (≥ 100%); 2020 (≥ 100%)]
- F. Competitive Placements (% of positions not supported or transitional) [2018: (≥ 80%); 2019 (≥ 80%); 2020 (≥ 80%)]
- G. Hours worked (% working 20 hours per week) [2018: (≥ 100%); 2019 (≥ 100%); 2020 (≥ 100%)]
- H. Hours worked (% working 30 hours per week) [2018: (≥ 60%); 2019 (≥ 60%); 2020 (≥ 60%)]

#### **Job Developing/Employer Connections & Current Method of Business Engagement**

##### *Current Method of Business Engagement*

Partnerships are integral to the success of gainful employment for persons with disabilities. The ILRC gains partnerships through unique methods of engagement. The ILRC maintains excellent business relationships through ongoing contact, recognition, publications, partnership awards, and opportunity to collaborate with various ILRC programs. In 2016, a member of Pitney Bowes management team became a RAMP mentor, and continues to mentor today. In 2017, the General Manager at The DoubleTree received a Youth Achievement Award for his involvement with the RAMP program. This demonstration of appreciation led to the DoubleTree expanding its involvement from RAMP to Employment Services, and hired an ILRC candidate who is still employed today. The ILRC hosts events at business partner locations. In 2016, The ILRC launched Lunch Break at Pitney Bowes. Fifty people attended including 25 ILRC business partners. Pitney Bowes benefited from this event by gaining accounts with the business attendees. Employment Specialists attend Career Fairs and other employer related networking events in Jacksonville each month. When a candidate seeks employment or obtains employment with a business who is not yet a part of the ILRC network, Employment Specialists speak with the business about Disability Ambassador Membership. The membership is marketed to businesses as a no-cost resource for access to the ILRC Employment Service department for support and advisement on job accommodations, tax-incentives, and inclusion strategies. Businesses also receive tailored disability sensitivity training, and post employment services for employees to support onboarding and retention. The ILRC has participated in Disability Mentoring Day (DMD/DEAM) each year since 2009. The ILRC hosts ASL classes at Pitney Bowes once per month, for hearing and non-hearing individuals to attend, as well as once per month at the ILRC.



### *Results of Efforts*

ILRC efforts have resulted in business partnerships and employment with 55 businesses in Duval County, 9 in Clay County, and 8 in St. Johns County. Disability Ambassadors choose the ILRC as their top source for recruitment. Pitney Bowes has hired 18 ILRC candidates since 2015. 88% of these hires have been retained, and 3 individuals have received manager level promotions over the past two years. The ILRC has increased the number of placements each year since the Employment Services program began. A total of 104 individuals have been placed, 28 of these in 2017 and 23 in 2016. 33.65% of placements are full time of 40 or more hours per week and 31.73% are employed part time, a minimum of 20 hours per week in competitive employment in the integrated labor market at minimum wage or above. Lifetime retention for 90+ days of all ILRC hires is 81.73%. Three individuals moved out of state, and five individuals are awaiting their 90 day benchmark (2.88% moved, 4.81% awaiting 90 day benchmark). The ILRC partners with businesses who pay above minimum wage and invest in their employees to provide opportunity for growth and raises. In 2015 the average hourly wage of ILRC hires (\$9.53) was 18.4% above state minimum wage (\$8.05); in 2016, (\$10.15) was 26% above state minimum wage; in 2017 ( \$11.92) was 47.16% above state minimum wage (\$8.10). The ILRC was planned and executed a recruitment event at Pitney Bowes in Atlanta Georgia, due to the success of the hiring and retention of candidates at their Jacksonville Florida location. The ILRC has created business partnerships with Pitney Bowes, Inc., Winn-Dixie, River City Home Health Care, McDonald's, Instacart, GC Services, Mayport Commissary, NAS Jacksonville Commissary, the Federal Courthouse and other businesses in and around Duval County. The ILRC has partnered with community agencies and groups such as Young Deaf Interpreters, FSCJ and UNF Interpreting Programs, Florida Registered Interpreters for the Deaf, Florida Association of Centers for Independent Living.

### *New Levels of Engagement*

*If funded*, the ILRC would increase business partnerships in the counties of Clay, Baker, Nassau and St. Johns counties. Jacksonville is the largest city per area in the United States. The ILRC currently provides CIL core services to the counties of Baker, Clay, Duval, Nassau and St. Johns counties. These services are Information and Referral, Systems and Individual Advocacy, Independent Living Skills, Peer Mentoring, and Transition. Often times these services are provided remotely over the phone or through email. Employment services require face-to-face meetings with job seekers with disabilities, and networking with businesses in the job seekers county of residence. *If funded*, Employment Specialists will have the ability to assist job seekers with disabilities in underserved counties, and form partnerships with prospective employers. *If funded*, the Director of Employment Services will form relationships with county agencies and businesses to host job fairs. *If funded*, the ILRC will host pre-placement trainings (Employment Readiness Courses) in underserved counties, in which businesses will participate as guest speakers, interviewers, and educators on relevant topics. *If funded*, the ILRC will offer ASL classes to all business partners.

### **Follow-Up Methods/Employee Satisfaction/Needs Assessment/Employer Questions**

Employment Specialists provide ongoing support for employed individuals, for a minimum of 90 days of employment. Consumers are contacted a minimum of once per month, and updated information is collected including any change in employer, position, wage, benefits, promotions, and job satisfaction. Quarterly satisfaction surveys will be conducted by telephone or email with individuals for a period of 3 years of the individual obtains employment. Employers will complete a survey one month after a new hire begins and every 6 months after for 3 years.

**Expected Project Outcome:** Individuals with disabilities will increase their skill set to obtain and retain employment in growing industries and positions that earn greater than state minimum wage.

### **Plan for Data Collection**

1) The ILRC will utilize Cilsuite database to track employment information for three years after the grant has closed. The contact information collected will include the full name of the individual, address, phone, email, position info & job title, pay scale at placement, business name, supervisor's name & title. 2) The ILRC will obtain written permission from employed individuals (signed waiver) allowing for follow-up research by The Foundation during and after the grant; For ILRC to contact the individual quarterly (every 3 months after the individual's start date of employment) for three years after the grant has closed; And make face-to-face visits with the individual at their place of employment on an annual basis. Individuals will sign and agree to update the ILRC of any changes in contact information. 3) The ILRC will create a quarterly survey with electronic signature capability, that is emailed to all individuals placed into employment. 4) Individuals who are not able to be reached by email will be telephoned by an Employment Services team member. 5) Employment Specialists will visit the individual at their place of work on an annual basis as an extra measure of assurance of satisfaction. Upon closure of the three year period, the individual will confirm their satisfaction via signature of form completed during the work site visit,

and past the award period. Revenue source from project activities includes achieving employment benchmarks from the Florida Department of Vocational Rehabilitation and agency's sign language interpreter program through businesses requesting accommodations from the ILRC.

**Statement of Relationships**

No known relationship, donation of funds and/or volunteer hours exists between the ILRC and a Director of The Able Trust, the staff/co-worker of that Director at their place of business or staff of The Able Trust and/or their immediate family.

**Brief History:** The Independent Living Resource Center of Northeast Florida (The ILRC) is a nonprofit, 501(c)3 that assists people with disabilities in Duval, Baker, Clay, Nassau and St. Johns counties. The ILRC is a consumer driven, community-based, non-residential organization, providing services since 1978. The Center stands as Jacksonville's leading cross-disability based organization, providing personalized services to people with any disabilities.

**Organization Mission:** The mission of The ILRC is to empower all people with a disability to live independent, self-empowered lives. The vision of our organization is full opportunity through self-empowerment, self-determination and equal access. **Explain how the proposal fits within the mission**

**Statement of Need**

The American Community Survey reports that in 2016, the percentage of individuals with disabilities employed in the Jacksonville Metro Area ( 24.4%) was 42.4% less than individuals employed without disabilities (66.8). The devastating consequences of unemployment and low-wage earnings in these counties lead to increased poverty and dependence on government benefits. Individuals with disabilities in the Jacksonville Metropolitan Area need personalized, quality vocational and life skills trainings. Individuals who are not receiving VR services or are awaiting services, turn to the ILRC for assistance with vocational goals. There is a shortage of agencies providing employment services to individuals with disabilities who are not VR clients, and an even greater shortage of agencies providing services to the deaf/hard of hearing population. Over a quarter (25%) of ILRC job seekers who are not receiving VR services are deaf/hard of hearing, and 23% of all ILRC placements were not receiving VR services at the time of placement. The ILRC does not turn away individuals with disabilities who request assistance with vocational goals, however our organization is nearing a volume threshold and does not receive compensation for employment services to these individuals.

<b>YEAR ONE: FY 2018</b>			
<b>Items</b>	<b>The Able Trust</b>	<b>The ILRC</b>	<b>Other Funding</b>
A Wages Program Personnel	\$36,344	\$30,398	\$56,408
B Payroll Taxes and Benenfits	\$10,863	\$12,803	\$25,314
C Background Screenings	\$200	\$0	\$0
D Office Supplies	\$2,400	\$0	\$2,860
E Mileage	\$4,200	\$1,144	\$1,042
F Occupancy	\$5,247	\$0	\$4,443
G Contract Labor/ Direct Service	\$21,146	\$32,274	\$0
<b>Total</b>	<b>\$80,400</b>	<b>\$76,619</b>	<b>\$90,067</b>
<b>Admin Cost (3% of total)</b>	<b>\$2,600</b>		
<b>Total Amount Requested of the Able Trust</b>	<b>\$83,000</b>	<b>Project Total Year One</b>	<b>\$247,087</b>

<b>YEAR ONE: FY 2018 TWO</b>			
<b>Items</b>	<b>The Able Trust</b>	<b>The ILRC</b>	<b>Other Funding</b>
A Wages Program Personnel	\$36,344	\$30,398	\$56,408
B Payroll Taxes and Benenfits	\$12,500	\$12,803	\$25,314
C Background Screenings	\$0	\$0	\$0
D Office Supplies	\$0	\$0	\$2,860
E Mileage	\$6,163	\$1,144	\$1,042
F Occupancy	\$5,247	\$0	\$4,443
G Contract Labor/ Direct Service	\$21,146	\$32,274	\$0
<b>Total</b>	<b>\$81,400</b>	<b>\$76,619</b>	<b>\$90,068</b>
<b>Admin Cost (3% of total)</b>	<b>\$2,600</b>		
<b>Total Amount Requested of the Able Trust</b>	<b>\$84,000</b>	<b>Project Total Year Two</b>	<b>\$248,087</b>

<b>YEAR ONE: FY 2018 THREE</b>			
<b>Items</b>	<b>The Able Trust</b>	<b>The ILRC</b>	<b>Other Funding</b>
A Wages Program Personnel	\$36,344	\$30,398	\$56,408
B Payroll Taxes and Benenfits	\$12,500	\$12,803	\$25,314
C Background Screenings	\$0	\$0	\$0
D Office Supplies	\$0	\$0	\$2,860
E Mileage	\$6,163	\$1,144	\$1,042
F Occupancy	\$4,247	\$0	\$4,443
G Contract Labor/ Direct Service	\$21,146	\$32,274	\$0
<b>Total</b>	<b>\$80,400</b>	<b>\$76,619</b>	<b>\$90,068</b>
<b>Admin Cost (3% of total)</b>	<b>\$2,600</b>		
<b>Total Amount Requested of the Able Trust</b>	<b>\$83,000</b>	<b>Project Total Year Three</b>	<b>\$247,087</b>