

**THE MISSISSIPPI PARTNERSHIP
IN-SCHOOL GATEWAY YOUTH PROGRAMS
GRANT AGREEMENT**

This document reflects a Grant Agreement between Three Rivers Planning & Development District, Inc., the WIOA Fiscal Agent and Gateway in-school program provider in the Mississippi Partnership Local Workforce Development Area, and Tupelo Public School District.

Section 1: OVERVIEW

The purpose of the Gateway Program is to teach eligible in-school youth the essential job skills while providing career awareness, career counseling, and assist in developing career pathways for Gateway participants. Career awareness will be provided to Gateway participants about the Mississippi Partnership Sector Strategy target industries which include: (1) Advanced Manufacturing, (2) Healthcare, (3) Information Technology, and (4) Logistics – warehousing, transportation, and distribution.

Section 2: PURPOSE

The purpose of this Grant Agreement is to establish a viable framework through which the parties listed above will be able to provide required activities for eligible youth in the most efficient manner possible while meeting all performance measures established by the Mississippi Partnership Workforce Development Board, the Mississippi Department of Employment Security-Office of Grant Management, and the United States Department of Labor.

Section 3: PERIOD OF PERFORMANCE

This agreement shall become effective October 1, 2018 and shall remain in effect until June 30, 2019 or when terminated by one of the two parties. Either party may withdraw from this agreement by giving the other party written notice of intent to withdraw at least thirty days prior to the anticipated date of withdrawal.

Only youth who have been certified by Three Rivers Planning & Development District as eligible for the Gateway Program will be offered the services described below.

Section 4: SERVICES TO BE PROVIDED BY EACH PARTY

A. Services to be provided by Tupelo Public School District.

- ◆ School administration will assign a Gateway School Coordinator to oversee this program.
- ◆ The Gateway School Coordinator will identify potential candidates for the Gateway

Program, have the student complete the Student Packet, and submit completed packets and required documentation to Three Rivers Planning & Development District (TRPDD). TRPDD will determine if potential candidates meet the eligibility requirements.

Eligibility requirements for the Gateway Program include:

- High School Students (targeting Juniors and Seniors). Priority will be given to students interested in Career Tech fields in one of the four target sectors: (1) advanced manufacturing, (2) healthcare, (3) information technology, and (4) logistics – warehousing, transportation, and distribution
 - Low-Income as defined by WIOA Law (includes free & reduced lunch, SNAP, & TANF recipients)
 - Have one or more of the following barriers:
 - Basic Skills Deficient (includes students with a cumulative high school GPA below 2.5 or students who have taken and not passed one of the state subject area tests)
 - English Language Learner
 - Offender
 - Homeless or Runaway
 - Foster Child
 - Pregnant or Parenting
 - Youth with a Disability
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- ◆ Schools will provide classroom space for the Essential Job Skills and Financial Management workshop that will be taught by the Gateway School Coordinator.
 - ◆ Schools will provide an adequate computer lab with internet access for Gateway Program students to take the ACT WorkKeys® assessments in Graphic Literacy, Workplace Documents, and Applied Math in an attempt for the students to receive a National Career Readiness Certificate (CRC).
 - ◆ TRPDD, in cooperation with the Gateway School Coordinator, will place the students who have completed the Essential Job Skills workshop into a paid work experience. The Gateway School Coordinator will be responsible for submitting timesheets to TRPDD so the students can be paid.
 - ◆ Gateway Expenditures must be approved by TRPDD prior to purchase. The School will submit invoices to TRPDD to receive reimbursements for approved Gateway Program expenditures.
 - ◆ Schools will provide academic updates to Three Rivers Planning & Development District for federal reporting requirements.

B. Services to be provided by Three Rivers Planning & Development District (TRPDD)

- ◆ TRPDD will provide training for the Gateway School Coordinator and provide the PowerPoint for the Essential Job Skills Training workshop.
- ◆ TRPDD will determine eligibility for the Gateway Program participants.
- ◆ TRPDD will administer (if needed) and pay for the Gateway Program participants to take the ACT WorkKeys® assessments in Graphic Literacy, Workplace Documents, and Applied Math in an attempt for the students to receive a National Career Readiness Certificate (CRC).
- ◆ TRPDD will assist with securing worksites for the work experience component for students who have completed the Essential Job Skills workshop.
- ◆ TRPDD will secure an agency to process the payroll for Gateway students and will submit payroll hours to the agency.
- ◆ TRPDD will provide follow-up services to Gateway Program students for a minimum of 12 months after they complete the program.

Section 5: BUDGET

TRPDD commits the following for the in-school Gateway Program implementation.

	General Description	Amount
1	Student wages & fringes for 10 students to work 60 hours each	\$5,200
2	Payroll Contractual Expenses	\$1,000
3	WorkKeys® Assessment Costs (10 students)	\$360
	TOTAL	\$6,560

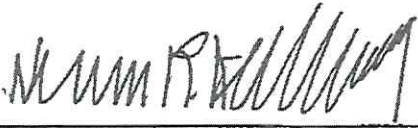

Section 6: AMENDING/MODIFYING the GRANT AGREEMENT

- The Grant Agreement may be modified by mutual agreement of the cooperating parties. Any such modification must be preceded by written notice of intent to modify and purpose of modification.
- Any party to the Grant Agreement may request modification to the agreement by making a written solicitation to the Fiscal Agent. Approved requests will be acknowledged by the Fiscal Agent in written notices directed to both parties.

Section 7: CERTIFICATION:

By signing this agreement, all parties agree that the provisions contained herein are subject to all applicable federal, state, and local laws, regulations and guidelines regarding nondiscrimination, equal opportunity, displacement, privacy rights of participants, and maintenance of records and other confidential information related to WIOA youth participants.

By the signatures affixed below, the parties acknowledge their agreement to the terms stated in this Grant Agreement:

<p>Approved for Three Rivers Planning & Development District, Inc. Fiscal /Administrative Agent for The Mississippi Partnership Workforce Development Area:</p> <p></p> <p>Signature _____ Date 10/30/18</p> <p>Name: Vernon R. Kelley, III Title: Executive Director</p>	<p>Approved for Tupelo Public School District:</p> <p></p> <p>Signature _____ Date _____</p> <p>Name: Dr. Rob Picou Title: Superintendent</p>
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