

**Standard 25 Percent Additional Assistance Project Application**

**Transmittal Page**

Organization **City of Los Angeles Economic and Workforce Development Department**

Date Submitted **April 13, 2017**

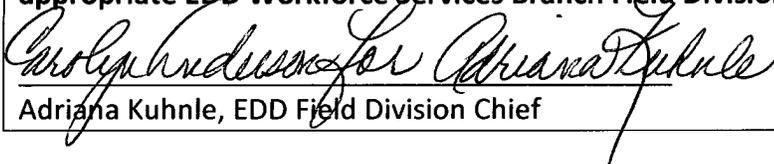
The Additional Assistance Application has been reviewed for completeness. The submission includes the required elements:

- Transmittal Page
- Cover/Signature Page
- Exhibit A: Scope of Work
- Exhibit B: Work Plan
- Exhibit C: Performance Goals
- Exhibit D: Partner Roles, Responsibilities and Resources Chart
- Exhibit E: Budget Summary/Expenditure Plan
- Exhibit F: Contractual Services

Jan Perry, General Manager  
City of Los Angeles Economic and  
Workforce Development (EWDD)  
Co-Applicant Designee (name and title)

Otto Solorzano, Deputy Director  
County of Los Angeles Department  
of Workforce Development, Aging  
and Community Services (WDACS)  
Co-Applicant Designee (name and title)

**This Additional Assistance Application has been reviewed and is supported by the appropriate EDD Workforce Services Branch Field Division Chief.**

  
Adriana Kuhnle, EDD Field Division Chief

4-13-17  
Date

**Standard Additional Assistance Project Application  
Executive Summary / Signature Page**

<b>Organization Name - City of Los Angeles Economic and Workforce Development Dept. (EWDD)</b>					
A. Standard Additional Assistance Application [X] B. Layoff Aversion [ ]					
Amount Requested					\$3,000,000
Amount of Other Resources (finalize from completed Exhibit B)					\$ 215,767
Designated Contact Person and Title			Gerardo Ruvalcaba, Director		
Telephone	213-744-7322	Fax		E-mail	Gerardo.Ruvalcaba@lacity.org
<b>Project Title</b>		<b>"Refashioning Workers"</b>			

**Executive Summary :**

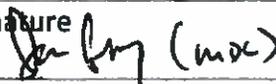
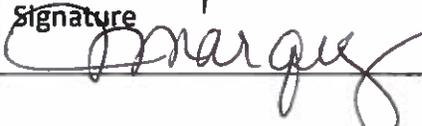
In partnership with the City and County Workforce Development Boards (WDBs) and our partners the California Employment Development Department (EDD) and the Los Angeles Unified School District (LAUSD), the City of Los Angeles EWDD and the County of Los Angeles Department of Workforce Development, Aging & Community Services (WDACS) are requesting \$3,000,000 in WIOA Dislocated Worker (DW) Additional Assistance funds to provide workforce development services to displaced employees impacted by the complete closure of American Apparel, LLC. The EWDD will serve as the lead entity, and will ensure that a uniform and consistent program design and service delivery model are used across the two Local Workforce Development Areas. As in previously funded joint ventures, the City and County will enter into separate Subgrant agreements with the State. The requested distribution of funds between the City and County is based on the domicile of record of the impacted workers, with an allocation of \$1,799,935 for the City and \$1,199,957 for the County.

On January 16, 2017, over 3,100 American Apparel employees were laid off from three primary sites (Downtown Los Angeles, 2,166 employees; South Gate, 522 employees, and La Mirada, 437 employees). The EWDD will lead a regional effort to provide educational, training, and workforce development services to a minimum of 600 displaced workers in the apparel and manufacturing sector. If subsequent lay offs occur as a result of the closure of the affiliated retail stores, the partnership will submit a revised application for additional funds to provide workforce services to these employees as well.

The majority of the impacted workers are low-skilled and low-wage employees. They have significant barriers to employment, including being basic skills deficient, and/or Limited English Proficient (LEP) speakers. As such, these employees will likely require computer literacy training, English as a Second Language (ESL)/Vocational ESL (VESL), and other vocational training. A number of workers were employed in middle skill positions (e.g., accounting, customer service, human resources, logistics, etc.) and would be eligible for post-secondary and/or advanced training as detailed in our planned approach. Additionally, there will also be high need for supportive services and referrals to assistance programs given the financial hardships many of these individuals will face.

As structured, the *Refashioning Workers* project will run a minimum of 18 months (January 2017 - July 2018), during which the partnership will conduct start-up, outreach, and recruitment activities, as well as deliver career and training services, followed by placement, and follow-up services. The project will focus on a broad range of training modalities, including subsidized work experience, classroom training, and cohort customized training, and combinations thereof. Participants will be targeted for skills upgrading and re-employment in key industry sectors identified as growing or rebounding in the region. To achieve successful outcomes, the project will place an emphasis on education and training, and will rely on close coordination with key partners, including the school district, training providers, and especially employers and related business/industry groups. EDD will continue to assist with recruitment, Unemployment Insurance and labor exchange services; LAUSD and other Adult Education providers will provide basic skills (literacy/numeracy), ESL/VESL, and citizenship classes, as appropriate. The Workforce Development Boards in the L.A. Basin Regional Planning Unit (RPU) will work in a coordinated manner to ensure that participants are assessed and provided critical career and job placement services.

**Approval of Authorized Representative (Submit 1 signed original)**

Name/Title: Jan Perry, General Manager EWDD (City of Los Angeles)	Signature 	Date 4-13-17
Name/Title: <del>Otto Solorzano</del> Chief Deputy Director (County of Los Angeles)	Signature 	Date 4-17-17

JOSIE MARQUEZ  
ASSISTANT DIRECTOR  
LA COUNTY

## Additional Assistance Project Application – Scope of Work

**Organization Name**            **Los Angeles City Economic & Workforce Development Department  
(EWDD)**

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### ***Section I – Statement of Need***

*1. Provide evidence of substantial layoff(s) or other qualifying event(s), including employers and/or industry clusters affected, and timeframe of layoffs.*

On November 7, 2016, American Apparel, LLC (AA) issued a WARN notice to the State of California EDD indicating a complete closure of their regional production facilities would result in the layoff of 3,457 employees. This WARN was issued in anticipation of the company's closure through bankruptcy court. Initially, the bidders proposing to buy out the company indicated a willingness to rehire a portion of the affected employees. However, the winning bidder (Gildan Activewear, Inc.) subsequently purchased only the intellectual property and proceeded with liquidating the remaining assets and the dislocation of all employees. The sale was approved by the bankruptcy court in Delaware, New York on Thursday, January 12, 2017, and the layoff of employees began on Monday, January 16, 2017. AA has indicated that layoffs will be completed by mid-February.

*2. Provide the number of affected workers who will seek services and describe the types of services needed.*

Of the total affected, the partnership anticipates serving 600 DW through this grant solicitation. An additional 150 displaced workers will be served through the existing WIOA Title I DW Formula funds previously allocated by the State. A significant number of employees are low-skilled and/or LEP speakers. AA indicated that there were at least seventeen (17) foreign languages used at their facilities, with seven (7) foreign languages primarily identified. Along with basic skills remediation, a significant number of these employees will require computer literacy training, ESL/VESL, and other training services to secure subsequent employment. Specific training modalities will include transitional employment training, customized employment training, Individual Training Accounts (ITAs), and On-the-Job Training (OJTs), as appropriate. To the extent possible, the partnership will also undertake the provision of Pre-Apprenticeship and Approved Apprenticeship training in conjunction with labor and employer associations, and will look to provide Entrepreneurial Training through the City's BusinessSource Centers, the County's AJCC system, other WDB AJCC/job centers within the region, and other resources. All services will be customized for the individual DW depending on initial and ongoing assessments. Participants will be directed to the appropriate WDB for WIOA program services based on address of residence.

*3. Describe the rapid response activities that have occurred and/or that are planned. Include services provided by employers and/or unions.*

The EWDD Rapid Response (RR) team conducted several informational meetings at the American Apparel (AA) company headquarters. These informational sessions were conducted at AA headquarters in DTLA led by the City of LA. The County of Los Angeles Rapid Response (RR) efforts are describes as follows. Informational sessions occurred on January 5th, 11th, and 12th, the two weeks prior to the official layoff date. Employees were provided information on

Exhibit A

## **Additional Assistance Project Application – Scope of Work**

services available at the America's Job Centers of California (AJCCs) (locally designated as WorkSource Centers (WSCs)), and information regarding continued health care coverage available through Covered California. EDD representatives were also present and answered questions regarding Unemployment Insurance (UI) benefits. Well over **500** employees received information about available resources.

Subsequently, on the official layoff date, January 16, 2017, the RR team (including staff from EDD UI and Wagner-Peyser, Los Angeles County RR, Covered California, County of Los Angeles Department of Social Services, and AJCC/WSC programs) held an additional information meeting with the DW at the Downtown Los Angeles Headquarters. The team answered questions, and provided the DW with a flyer indicating the upcoming dates and locations of four RR orientations. Individuals were advised to register online for UI benefits and were informed that at the scheduled RR orientation sessions EDD and AJCC/WSC staff would be available to assist those unable to register online.

The RR Team held four (4) orientation sessions on January 20<sup>th</sup>, 24<sup>th</sup>, 25<sup>th</sup>, and 26<sup>th</sup>, 2017. Three (3) of these sessions were held within the City boundary and the fourth was held within the County boundary in partnership with the County of Los Angeles WDACS and WDACS RR. All sessions were held on the Adult School campuses managed by the LAUSD Division of Adult and Career Education (DACE). Although open to all American Apparel DW, the sessions held within the City of Los Angeles targeted those employees laid off from the Downtown Los Angeles headquarters and the one in the County targeted the South Gate site. Future events will also be planned once lay-offs occur at the AA La Mirada location.

Along with our traditional local and regional partners (EDD, County of Los Angeles WDACS RR, AJCC/WSC, Covered California, and Department of Labor), the sessions also included a number of additional agencies and service providers, such as staff from the Los Angeles County Department of Public Social Services (DPSS), the LAUSD DACE and other Adult Education providers, the Los Angeles City Housing and Community Investment Department FamilySource Centers (FSC) and Neighborhood Housing Services agency, and the City of Los Angeles Department of Aging, as well as employers/business representatives.

Several hundred DWs received assistance with UI application filing and information on the nearest AJCC/WSC. During these sessions, the RR staff received feedback from AJCC/WSC providers that AA DWs had already visited their sites, and were registered for UI benefits and enrolled into CalJOBS. The information sessions held prior to the layoff had provided impacted employees with sufficient information to begin receiving services through the AJCC/WSC sites. The events hosted at LAUSD DACE and other Adult Education campuses, sites provided DW with one-on-one assistance in completing their UI application and assistance with enrolling in ESL classes offered through the school district. In total, close to 350 employees were able to apply for UI benefits. In addition, individuals were encouraged to seek basic skills and ESL classes at LAUSD Adult campuses, with the understanding that they would still be actively seeking and be available for employment.

## **Additional Assistance Project Application – Scope of Work**

### *4. Demonstrate that existing local resources (WIOA or other) are not adequate to address the needs of the affected workers seeking services consistent with local strategic plan.*

The City of Los Angeles has implemented an Integrated Services Delivery (ISD) model, thereby increasing the number of job seekers receiving: 1) case management, 2) individualized services, and 3) training services. Under the ISD model, the City has contractual agreements in place with its service providers that require them to serve 20,000 individuals annually through the AJCC/WSC system. Similarly, the County has obligated its DW Formula Funds. While the existing WIOA Title I DW Formula funds are fully obligated, the City and County have started to serve these impacted workers. Both the City and County will be unable to absorb the additional 600 DW expected to be served by this grant solicitation.

Note that the ISD Model significantly increases the service levels expected by the AJCC/WSC operators on a yearly basis. The existing Title I DW Formula funds are already targeted for previous and current layoffs (not listed in the present application) and will be used to provide Career Services (including basic and individualized), Training Services and Supportive Services for those individuals. Nonetheless, the City and County have already directed resources to immediately serve a portion of the DW impacted by this company wide layoff. Additional resources are needed to serve the AA employees. Both the City and County expect to fully expend their allocations this year.

The partnership is aware that an application has been filed with the Department of Labor to designate this dislocation as a TAA-related event. If subsequently designated as such, the partnership will resubmit a modification to this solicitation incorporating the TAA resources and reallocating the eligible training component to serve additional DWs. Given the severity and complexity of the layoff and the uncertainty of the timeframe for the TAA review, the partnership is requesting that the EDD and California Labor and Workforce Agency proceed with reviewing and approving this solicitation in its entirety.

### ***Section II – Planned Approach***

#### *1. Describe the specific types of services and training that will be used to achieve the planned goals and objectives and how the proposed project will enable participants to attain, retain or advance their vocational and job-readiness skills and link them to career pathways.*

This project builds upon the City's past experience in developing high-road partnerships with organized labor, educational institutions, and the region's Workforce Development Boards and their system operators. As indicated below, the population targeted for this project will require basic skills remediation, ESL/VESL services, and training services including pre-apprenticeship/apprenticeship and entrepreneurial training, transitional employment training, customized employment training, Individual Training Accounts (ITAs), and On-the-Job Training (OJTs) (as appropriate).

Examples of some of the training that will be used to achieve the planned goals include the following: For AA DWs seeking employment in their current sector, Stitches Workforce Advisory Services will provide a customized training program that will allow AA DWs to upgrade their skills in fashion and apparel to broaden sewing and cutting skills in single and double needle stitching. Stitches has an existing relationship with several employers with immediate

## **Additional Assistance Project Application – Scope of Work**

job openings and the curriculum is geared to meet the needs of these hiring employers. On-the-Job Training will also be used to incentivize the employers.

A large number of the AA DWs have expressed a desire to leave their sector and receive training in other high growth and demand sector occupations such as health care. As such, one City AJCC/WSC is partnering with a local community college to develop a Certified Nursing Assistant (CNA) course with Vocational ESL embedded to train the limited English proficient AA DWs in health care and home support care.

AA DWs have also expressed interest in being trained as welders, manufacturing machinists, security guards, warehouse operatives. AA DWs interested in manufacturing machinist for example may participate in one of the following apprenticeship programs that will lead to a career path in advanced manufacturing:

- a) CAMAC Regional Apprenticeship: The California Advanced Manufacturing Apprenticeship Collaborative represents 16 occupations that are considered to be in demand and in high growth sector. Employer partners are being cultivated. The goal is 170 apprentices per year.
- b) HAVAC/R Pre-Apprenticeship: Workforce Technicians Education Center and Aire Rite are partnering to offer pre-apprenticeship training in heating, ventilation, air conditioning, and refrigeration (HAVAC/R) middle skill linking to employment or registered apprenticeships in HVAC mechanical installer. Program will be open to all populations with barriers to employment. Approximately 50 pre-apprenticeships per year.
- c) Landscape Development Apprenticeship: regional employer is looking to hire 140 entry-level grounds maintenance workers in 2017. Employer would like to create a pipeline through apprenticeships from grounds to foreman. VSEL and computer literacy will be part of the basic skill development targeted for preparation and eligibility. Approximately 75 apprentices per year.

As indicated throughout this application, the partnership has already undertaken significant outreach and recruitment efforts to ensure that impacted DW are aware of services available through the various public agencies and service providers. The partnership is working closely with AA to ensure that all DW, particularly those not yet in contact with the RR team, are aware of the services available through the EDD Job Service and Unemployment Insurance groups, the LAUSD DACE and other Adult Education campuses, and the AJCC/WSC system.

Upon enrollment, this partnership will work diligently to ensure that eligible DWs have access to the appropriate career and training services available through the AJCC/WSC system.

All first-time customers will receive an initial orientation to the employment and training services available at the contracted AJCC/WSC. These orientations will provide customers with information on the array of career resources and services available to help them find work, including, but not limited to: (a) work readiness and pre-employment workshops; (b) life skills workshops and career coaching; (c) labor market information and on-line assessment tools; (d) job application and resume preparation assistance; and (e) interview skills development and structured employer hiring events. After initial orientation, an initial assessment will be conducted to identify service needs and provide participants with targeted services. The goal of providing targeted career services is to give participants the opportunity to explore their career interests, vocational aptitudes, and basic skills abilities. Group activities will be available to

Exhibit A

## **Additional Assistance Project Application – Scope of Work**

provide job seekers with instruction on interviewing and self-directed job search techniques, and will be structured to improve access to job placement assistance services at the AJCC/WSC, on-line career development and job search tools.

In addition, Individual Employment Plans will be developed with the assistance of AJCC/WSC case managers to define career goals, to refine and focus job search and placement activities. Case managers will also provide enrolled customers with career guidance and job placement assistance. Participants who have minimal transferable job skills and for those who need skills development, an Individual Training Account may be assigned for WIOA-approved training. A comprehensive assessment will be provided to those participants seeking training to assess skill sets and identify occupations where the participants can be successful. For LEP speakers with no high school degree or GED, case managers will encourage participants to explore career classes, ESL/VESL courses, and literacy/numeracy programs available through LAUSD DACE and other Adult Education providers in the area.

A majority of DW participants will require supportive services, especially those experiencing extended periods of unemployment and/or involved in WIOA-approved training. Supportive services will be arranged by the AJCC/WSC case managers consistent with WIOA policies. Supportive services may include, but not be limited to (a) mileage reimbursement; (b) uniforms and tools; (c) testing and licensing fees; (d) parking fees and public transportation; (e) fees for employer-required background checks; (f) other allowable expenses for participant support and supportive services as listed under WIOA.

In short, available services have been designed and structured to improve the employment and retention outcomes of the impacted individuals through the:

- 1) assessment of basic skills, career interests, and transferable skill sets;
- 2) development of Individual Employment Plans (IEPs);
- 3) provision of career guidance, training and supportive services (as appropriate); and
- 4) placement services and retention services to adequately help workers attain and retain living wage employment.

Affected workers will have access to a broad range of training modalities, including On-the-Job Training, Classroom Training, Subsidized Work Experience, Cohort Customized Training, Pre-Apprenticeship and Approved Apprenticeships, and Entrepreneurial Training, among others.

Critical to this project is the continued reliance on and support of our partners, including the LAUSD DACE, EDD and Los Angeles County WDACS. In addition to the outreach and recruitment efforts targeting the dislocated workers, this partnership is working closely to outreach and recruit employers and business associations. Rather than developing job fairs, the partnership has focused on undertaking hiring events, where employers with existing vacancies are brought together with the dislocated workers to facilitate on-site interviews and employment offers. The first hiring event for this mass layoff was recently held on Friday, February 3, 2017. Twenty-five employers participated and expressed interest in hiring AA DWs including CalTrans, Randstand, Gate Gourmet, Indie Source, DHL, W.A.Y.S Home Health Care. The partnership will review the post-event survey to determine the number of interviews conducted or scheduled as well as the number of actual and conditional jobs offered.

## **Additional Assistance Project Application – Scope of Work**

- 2. Describe the involvement of employers in the development and operation of this project. Demonstrate how the partnership has actively engaged employers and identified employer needs and employment opportunities*

The partnership is working with the County Board of Supervisors, the Los Angeles Mayor's Office of Economic Development, the Los Angeles Economic Development Corporation (LAEDC), various Chambers of Commerce, and other labor organizations to identify opportunities for employment and training needs. In addition, the partnership is working with key sector specialists to assess and identify specific training requirements for existing and developing job opportunities. Working closely with the LAUSD DACE, other Adult Education providers, and EDD staff, the partnership is linking, aligning, and customizing key vocational training programs to address the needs of current employers. Additionally, employers were invited to all orientation events, such as Katzkin Manufacturing who was present at the orientation event on 1/26/2017, and a separate hiring event that took place on 2/3/2017 with 20 employers that were actively hiring.

- 3. Describe involvement of TAA if applicable. Demonstrate how this project will be linked to TAA resources.*

A petition has been filed for this dislocation. That opportunity is currently under review by DOL. EWDD will coordinate training activities with TAA if designated.

- 4. Identify the occupations for which participants will be trained or employed. Provide expected range of wages per occupations and provide an explanation of how these occupations were determined, including data source.*

The City/County partnership is focusing on specific emerging industry sectors and leveraging current Title I funding. The following industries likely to see an increase in demand for middle-skill jobs will be: Advanced Manufacturing; Health Services; Global Trade, Logistics and Transportation; Leisure and Hospitality, Construction; and Entertainment and Information Technology and knowledge-based industries. We currently have investments in these industries and will be striving to move participants into the emerging industry sectors.

Employer engagement has been critical in identifying the positions for which participants will be trained and/or employed. Within the Apparel / Manufacturing sector, these occupations include but may not be limited to: Cutter/Sewer, Sewing Operators, Finishing Staff, Pattern Makers/Tailors, Sample Makers, Marking/Grading (Digitizing) staff, Costing staff, Heat Transfer Operators and Fusing Operators.

According to EDD's LMI Division, wages range from: \$10.75 (Pressers, textile, garment and related materials) to \$26.91 (Fabric and apparel patternmakers).

Other sector placements will be in Global Trade, Logistics and Transportation. Primary jobs will include: Warehouse staff, forklift operator, drivers, loaders/unloaders and shippers.

Collaboration with industry associations, such as the Californian Fashion Association and the California Manufacturing Technology Consulting (CMTTC), customized training will be offered for a variety of positions such as, sewers, pattern makers, and production workers. It is the intent of the partners to offer the training in conjunction with VESL at the employers' locations.

## **Additional Assistance Project Application – Scope of Work**

5. *Describe how your service delivery plan will achieve the goals and objectives of the project in a timely manner. Complete and attach the Project Work Plan that includes detailed objectives/activities and timelines. (Exhibit B)*

As indicated throughout the application, the partnership has already undertaken the launch of this 18-month project through the judicious use of its allocated WIOA Title I Formula funds. The partnership has already begun to provide services to the impacted workers. Start up activities included joint planning meetings, informational sessions, and coordination with workforce, educational and other service providers began on November 18, 2016. Outreach and recruitment of both affected workers and employers has also already begun and will continue over the course of the next twelve months. Individuals have been provided assistance with submitting UI applications electronically, with reviewing and submitting supplemental information needed for UI determination, with enrolling in ESL and basic skill classes at LAUSD Adult School campuses, with registration in CalJOBS, and enrollment into WIOA DW activities. The partnership will continue to work collaboratively with AA and Gildan Activewear, Inc. to ensure that as many impacted workers as possible are made aware of the job placement and training resources available through the AJCC/WSC system and its partners.

### **Section III – Participant and Performance Goals**

1. *Complete the Performance Goals Matrix for the population served by the project. If the planned project goals are lower than the local goals, provide an explanation. (Exhibit C)*

Planned project goals are aligned with the local goals even though a significant number of workers are monolingual or LEP speakers and possess limited literacy and numeracy skills that may prevent them from initially accessing traditional Individual Training Accounts. As such, the partnership has emphasized a strong partnership with LAUSD and other Adult Education providers to address basic skills deficits and develop blended training. Nevertheless, the partnership will also work closely with employers and employer organizations to ensure that impacted workers are provided with alternative training modalities, including OJT, cohort training, and work experience opportunities.

### **Section IV – Local Partnerships and Leveraged Resources**

1. *Complete and attach the Partner Roles, Responsibilities, and Resources Chart (Exhibit D) identifying partner agencies that will be used to coordinate and provide services under this proposal. List the name of the partner in Column B and describe their role and responsibilities in conjunction with this proposal in Column C. Roles and responsibilities should be clearly defined in terms of specific tasks, services, or support that they will provide.*

Partner agencies include the EDD, LA County WDACS and WDACS Partners, the County DPSS, Covered CA, the City of Los Angeles Department of Aging, LA HCID FamilySource Centers, vulnerable population contractors including the Volunteers of America (VoA), Korean Churches for Community Development (KCCD), Hospitality Training Academy (HTA), Central City Neighborhood Partners (CCNP), Los Angeles Valley College (LAVC), Special Services for Groups, the Los Angeles LGBT Center and the Hospitality Training Academy (HTA), and Neighborhood Housing Services for rental assistance and referrals for eviction prevention services.

Exhibit A

**Additional Assistance Project Application –  
Scope of Work**

**FINANCIAL**

***Budget Summary***

1. *Complete the Budget Summary Plan (Exhibit E).*

2. *Complete the Contract Services Worksheet (Exhibit F, if applicable).*

City of Los Angeles  
Economic and Workforce Development  
Department Exhibits B through F

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## Additional Assistance Project Work Plan

Organization Name **City of Los Angeles Economic and Workforce Development Department**

Objectives/Activities	Estimated Dates
<b>1. Start-up Activities</b>	
Initial outreach, including meeting with American Apparel/Gildan Active, Inc.	Nov 2016 - Jan 2017
Information sessions	Jan 2017
Run QMF queries - EDD	Feb 2017
Contract development/Execution	Feb 2017 – July 2018
<b>2. Outreach/Recruitment</b>	
Conduct information sessions on-site and off-site with EDD	Jan 2017 - July 2018
Conduct project orientations with EDD	Jan 2017 - July 2018
Ongoing outreach (phone calls, letters, advertisement)	Jan 2017 – July 2018
<b>3. Assessment/Enrollment</b>	
LAUSD and other adult education providers – Educational and ESL	Jan 2017 – July 2018
Provide participants with labor market and occupational information with EDD	Jan 2017 – July 2018
Provide guidance/information on career pathways with EDD	Jan 2017 – July 2018
Develop Individual Employment Plans (IEPs)	Jan 2017 – July 2018
<b>4. Training &amp; Education</b>	
ESL/VESL Cohort training	Jan 2017 - July 2018
Industry-recognized Certification	Feb 2017 - July 2018
ITAs/Classroom training	Feb 2017 - July 2018
Pre-apprenticeship/Apprenticeship Training	Mar 2017 - July 2018
Entrepreneurial training	Mar 2017 - July 2018
<b>5. Work Activities (Work experience, On-the-job training, Internship)</b>	
On-the-job training	Mar 2017 - July 2018
Combination of cohort and customized training	Mar 2017 - July 2018
Subsidized work experience	Mar 2017 - July 2018
<b>6. Job Placement, Retention &amp; Follow-up</b>	
Hiring events	Feb 2017 – July 2018
Job Fairs	Mar 2017 - July 2018
Follow-up Services (such as counseling about the workplace or othe appropriate follow-up services)	April 2017 – July 2018
<b>7. Other (Describe)</b>	
Supportive Services	Jan 2017 - July 2018
Workshops (e.g. resume preparation assistance, interview skills development and structured employer hiring events)	Mar 2017 - July 2018

**Additional Assistance Project  
Performance Goals**

**City of Los Angeles Economic and Workforce Development Department (EWDD)**

<b>Participant and Performance Goals Description</b>	<b>1<sup>st</sup> Quarter</b>	<b>2<sup>nd</sup> Quarter</b>	<b>3<sup>rd</sup> Quarter</b>	<b>4<sup>th</sup> Quarter</b>	<b>5<sup>th</sup> Quarter</b>	<b>6<sup>th</sup> Quarter</b>	<b>Cumulative Performance Goals (%)</b>
<b>Quarter End Date</b> ( <i>Note: Performance is cumulative through the end of the project</i> )	<b>Enter 04/17</b>	<b>Enter 07/17</b>	<b>Enter 10/17</b>	<b>Enter 01/18</b>	<b>Enter 04/18</b>	<b>Enter 07/18</b>	
<b>1. Total Participants to Be Served: 360</b>	139	337	357	377	400	400	<b>N/A</b>
<b>2. Placement in Education or Training</b> ( <i>60% of served</i> )							
a. Entered career technical training program	36	72	108	144	180	216	<b>60%</b>
b. Entered postsecondary education program							
c. Entered pre-apprenticeship program							
d. Entered apprenticeship program							
e. Entered customized employer-based training							
f. Entered on-the-job training							
g. Other (describe) ESL/VESL							
<b>3. Completed Training</b> ( <i>80% of those placed in education or training</i> )							
a. Completed career technical training program	28	56	84	112	140	172	<b>80%</b>
b. Completed postsecondary education program							
c. Completed pre-apprenticeship program							
d. Completed industry-valued certificate							
e. Completed on-the-job training							
f. Other (describe) ESL/VESL							
<b>4. Placement in Unsubsidized Employment</b> ( <i>68% of those that exit the program</i> )							
Training-related	19	38	57	76	95	116	<b>68%</b>

**Additional Assistance Project  
Partner Roles, Responsibilities, And Resources Chart**

<b>City of Los Angeles Economic and Workforce Development Department (EWDD)</b>				
A	B	C	D	E
Organization Type	Name of Partner	Role and Responsibilities	Amount of Leveraged Resources	Description of Leveraged Resources
<b>Section 1 – Required Partner</b>				
Employment Development Department (TAA, Wagner-Peyser, Work Sharing)	EDD	QMF, Career Services, Business Services, Workshops, Labor Market Information and other relevant Workforce Services as described in Scope of Work	\$1,027	
<b>Section 2 – Other Partners</b>				
Local Workforce Development Boards	LA County	Dislocated Worker Services	0.00	
Employers/Industry	TBD	Employer-led Training (Customized Training, etc)	0.00	
Other Educational Institutions (e.g., Universities, K-12 education programs-ROP, CTE, Adult Education, etc.)	LAUSD DACE	Provide ESL/VESL Classes	\$214,740	<p>VESL BEGINNING LOW-BEGINNING HIGH Course Code: 500161 This competency-based course is designed to develop communicative competence in listening, speaking, reading and writing in the context of occupational settings. It is a dual-level course and includes language skill proficiencies and grammatical structures for the ESL Beginning Low and ESL Beginning High levels. The content and instructional strategies of this course reflect the ESL language model standards for Adult Education programs. VESL competency areas include on-the-job language common to many workplace settings, career planning and educational goals, SCANS skills and competencies, and language skills for getting, keeping and succeeding on a job</p> <p>VESL/HEALTH CAREERS Course Code: 500164 This competency-based course is designed to develop language skills in the context of career preparation in the health care field. It is a multi-level Vocational ESL course and may be taken</p>

**Additional Assistance Project  
Partner Roles, Responsibilities, And Resources Chart**

			<p>prior to or concurrently with enrollment in health careers classes. VESL content includes health career pathways, occupation-specific terminology and communication skills, SCANS skills and listening, speaking, reading and writing skills. Course content is selected to support health career training for ESL students and entry-level employment in the health care field. ESL Beginning High (50-01-52 or 50-01-92) or a score of 195 or higher on the CASAS test.</p> <p>VESL/BUSINESS/CUSTOMER SERVICE AND OFFICE OCCUPATION Course Code: 500163 This competency-based course is designed to develop language skills in the context of career preparation in the business field. It is a multi-level Vocational ESL course and may be taken prior to or concurrently with enrollment in business education classes. VESL content includes career pathways, employability skills, occupation-specific terminology and communication skills, SCANS skills and listening, speaking, reading and writing skills. Course content is selected to support business career training for ESL students and entry-level employment in customer service and office occupations. ESL Beginning High (50-01-52 or 50-01-92) or a score of 195 or higher on the CASAS test.</p> <p>VESL/BUSINESS/CUSTOMER SERVICE AND OFFICE OCCUPATION Course Code: 500163 This competency-based course is designed to develop language skills in the context of career preparation in the business field. It is a multi-level Vocational ESL course and may be taken prior to or concurrently with enrollment in business education classes. VESL content includes career pathways, employability skills, occupation-specific terminology and communication skills, SCANS skills and listening, speaking, reading and writing skills. Course content is selected to support business career</p>
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**Additional Assistance Project  
Partner Roles, Responsibilities, And Resources Chart**

				training for ESL students and entry-level employment in customer service and office occupations. ESL Beginning High (50-01-52 or 50-01-92) or a score of 195 or higher on the CASAS test.
	LAUSD DACE	Provide Computer Literacy classes	0.00	<p>COMPUTER OPERATION/1: FOUNDATIONS Course Code: 753580 This competency-based course is the first in a sequence designed for computer operation. It provides students with technical instruction and practical experience in basic computer operation. It includes an orientation, workplace safety, resource management, and employability skills. Emphasis is placed on the computer and its parts, computer operating systems, word processing, file management, Internet applications, e-mail, computer ethics and security, and virus and spyware protection. The competencies in this course are aligned with the California High School Academic Content Standards and the California Career Technical Education Model Curriculum Standards. A minimum reading level of 6.0 as measured by the TABE D 9/10 reading comprehension test. If the student has not been enrolled in a keyboarding course or has not mastered 25 words per minute, it is recommended that the student be concurrently enrolled in a keyboarding course.</p> <p>ESL MULTI LEV./USING COMPUTERS FOR ENGL. LANG. PRA Course Code: 500454 This competency-based course offers instruction in the use of personal computers and the Internet for Beginning High and above ESL students. Instruction includes basic computer skills, accessing the Internet, and locating and using information on the Internet of interest to ESL students. ESL Beginning Low (50-01-51) or equivalent skill</p>

**Additional Assistance Project  
Partner Roles, Responsibilities, And Resources Chart**

Training Providers	TBD – ETPL Providers		0.00	
Unions or Other Labor Organizations			0.00	
Community Based Organizations/Faith Based Organizations/other Non-Profits			0.00	
Others: (list)			0.00	
		<b>Total non-WIOA Resources</b>	<b>\$215,767</b>	

**Additional Assistance Project  
Budget Summary / Expenditure Plan**  
City of Los Angeles Economic and Workforce Development Department (EWDD)

	Planned Budget		
	A	B	C
	25% AA Grant Expenditures	Leveraged Expenditures	Total
<b>ADMINISTRATION</b>			
A. Staff Salaries	\$91,220	\$0.00	\$91,220
B. Number of full-time equivalents <u>1.6</u>			
C. Staff Benefits	\$43,572	\$0.00	43,572
D. Staff Benefit Rate (percent) <u>47.77%</u>			
E. Staff Travel	\$1,256	\$0.00	1,256
F. Operating Expenses	\$11,766	\$0.00	11,766
G. Indirect Costs	\$21,381	\$0.00	21,381
G1. Cost Rate (percent) <u>23.44%</u>			
G2. Cognizant Agency: US Dept of Health and Human Services			
H. Other (describe) _ General Administrative Support	\$3,229	\$0.00	3,229
Total Administration	\$172,424		
<b>PROGRAM</b>			
I. Consumable Testing and Instructional Materials*	\$0.00	\$0.00	\$0.00
J. Tuition Payments/Vouchers*	\$0.00	\$0.00	\$0.00
K. On-the-Job Training*		\$0.00	\$0.00
L. Participant Wages and Fringe Benefits*	\$0.00	\$0.00	\$0.00
M. Participant Support Services	\$0.00	\$0.00	\$0.00
N. Job Retention Services	\$0.00	\$0.00	\$0.00
O. Contractual Services (Complete Contract Worksheet, Exhibit F)*	\$1,627,576	\$215,767	\$1,843,343
P. Other (describe):	\$0.00	\$0.00	\$0.00
Q. Total Program	\$1,627,576		
<b>TOTAL FUNDING</b>	<b>\$1,800,000</b>	<b>\$215,767</b>	<b>\$2,015,767</b>
		Total Request	\$1,800,000
		Administration	\$172,424
		Program	\$1,627,576

**Additional Assistance Project  
Budget Summary / Expenditure Plan**

City of Los Angeles Economic and Workforce Development Department (EWDD)

**EXPENDITURE PLAN** (Quarterly cumulative plan for WIOA expenditures Column A)

<i>Quarter End Date (MM/YY)</i>	Q1 /	Q2 /	Q3 /
<i>Expenditures</i>	\$300,000	\$600,000	\$900,000
<i>Quarter End Date (MM/YY)</i>	Q4 /	Q5 /	Q6 /
<i>Expenditures</i>	\$1,200,000	\$1,500,000	\$1,800,000
<i>Quarter End Date (MM/YY)</i>	Q7 /	Q8 /	Q9 /
<i>Expenditures</i>	\$	\$	\$

\*Denotes potential 734 Training Expenditure (See Workforce Services Directive [14-01](#))

**Additional Assistance Project  
Contract Services Worksheet**

City of Los Angeles Economic and Workforce Development Department (EWDD)

Description —Type of Service (including training services)	Cost	Service Provider (If Known)
WorkSource Centers (WSCs) Staff assisted participant services, case management, follow up services, program services delivery costs, contractor’s central and shared operating expenses	\$546,302	TBD
WorkSource Centers (WSCs) Participants tuition payments/vouchers	\$341,708	TBD
WorkSource Centers (WSCs) Participants On-the-Job Training and other employer-led training	\$341,707	TBD
WorkSource Centers (WSCs) Participants Supportive Services	\$136,635	TBD
<b>Total WSCs Contractual Services</b>	\$1,366,352	
<b>EDD</b> Participants data searches, outreach, and costs associated with mailers to the participants	\$82,303	EDD
<b>LAUSD Division of Adult and Career Education (DACE)</b> Foundational skills training (inclusive of literacy and numeracy skills, digital literacy/technology skills, customer service skills, and other needed soft skills). Vocational English-as-a-Second Language (VESL) classes	\$178,920	LAUSD DACE
<b>Total Contractual Services</b>	\$1,627,576	

All contractual services must be competitively procured in accordance with federal and state procurement regulations and policies. See Workforce Services Directive [WSD12-10](#)

The costs of these services “may” be included as leveraged resources under Workforce Services Directive [WSD14-01](#)

County of Los Angeles  
Workforce Development,  
Aging and Community Services (WDACS)  
Exhibits B through F

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## Additional Assistance Project Work Plan

Organization Name **County of Los Angeles Workforce Development, Aging and Community Services (WDACS)**

Objectives/Activities	Estimated Dates
<b>1. Start-up Activities</b>	
Initial outreach, including meeting with American Apparel/Gildan Active, Inc.	Nov 2016 - Jan 2017
Information sessions	Jan 2017
Run QMF queries - EDD	Feb 2017
Contract development/Execution	Feb 2017 – July 2018
<b>2. Outreach/Recruitment</b>	
Conduct information sessions on-site and off-site with EDD	Jan 2017 – July 2018
Conduct project orientations with EDD	Jan 2017 – July 2018
Ongoing outreach (phone calls, letters, advertisement) with EDD	Jan 2017 – July 2018
<b>3. Assessment/Enrollment</b>	
AJCCs will conduct assessment and send to adult education providers, as appropriate (for VESL/ESL, etc.)	Jan 2017 – July 2018
Provide participants with labor market and occupational information and other Basic Career Services	Jan 2017 – July 2018
Provide guidance/information on career pathways, staff-assisted Basic Career Services, and Individualized Career Services, as appropriate.	Jan 2017 – July 2018
Develop Individual Employment Plans (IEPs), as appropriate.	Jan 2017 – July 2018
<b>4. Training &amp; Education</b>	
ESL/VESL training	Jan 2017 – July 2018
Occupational Skills training (ITAs)	Feb 2017 – July 2018
Other appropriate training (entrepreneurial training, apprenticeships, or other WIOA-allowed training).	Feb 2017 – July 2018
<b>5. Work Activities (Work experience, On-the-job training, Internship)</b>	
OJT	Mar 2017 – July 2018
Combination of cohort and customized training	Mar 2017 – July 2018
Subsidized work experience	Mar 2017 – July 2018
<b>6. Job Placement, Retention &amp; Follow-up</b>	
Hiring events, Job Fairs, and Recruitments	February 2017 – July 2018
Follow-up Services (such as counseling about the workplace or other appropriate follow-up services)	April 2017 – July 2018
<b>7. Other (Describe)</b>	
Supportive Services	Jan 2017 – July 2018
Workshops (e.g. resume preparation assistance, interview skills development and structured employer hiring events)	Mar 2017 – July 2018

**Additional Assistance Project  
Performance Goals  
County of Los Angeles Department of Workforce Development, Aging and Community Services (WDACS)**

Participant and Performance Goals Description	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter	5 <sup>th</sup> Quarter	6 <sup>th</sup> Quarter	Cumulative Performance Goals (%)
Quarter End Date ( <i>Note: Performance is cumulative through the end of the project</i> )	Enter 04/17	Enter 07/17	Enter 10/17	Enter 01/18	Enter 04/18	Enter 07/18	
<b>1. Total Participants to Be Served: 240</b>	40	80	120	160	200	240	<b>N/A</b>
<b>2. Placement in Education or Training (60% of served)</b>							
a. Entered career technical training program	24	48	72	96	120	144	<b>60%</b>
b. Entered postsecondary education program							
c. Entered pre-apprenticeship program							
d. Entered apprenticeship program							
e. Entered customized employer-based training							
f. Entered on-the-job training							
g. Other (describe) ESL/VESL							
<b>3. Completed Training (80% of those placed in education or training)</b>							
a. Completed career technical training program	19	38	57	76	96	115	<b>80%</b>
b. Completed postsecondary education program							
c. Completed pre-apprenticeship program							
d. Completed industry-valued certificate							
e. Completed on-the-job training							
f. Other (describe) ESL/VESL							
<b>4. Placement in Unsubsidized Employment (68% of those that exit the program)</b>							
Training-related	13	26	39	52	65	78	<b>68%</b>

**Additional Assistance Project  
Partner Roles, Responsibilities, And Resources Chart  
County of Los Angeles Workforce Development, Aging and Community Services (WDACS)**

A	B	C	D	E
Organization Type	Name of Partner	Role and Responsibilities	Amount of Leveraged Resources	Description of Leveraged Resources
<b>Section 1 – Required Partner</b>				
Employment Development Department (TAA, Wagner-Peyser, Work Sharing)	EDD	QMF, Career Services, Business Services, Workshops, Labor Market Information and other relevant Workforce Services as described in Scope of Work	See Budget Narrative Exhibit E, Item P and Exhibit F	
<b>Section 2 – Other Partners</b>				
Local Workforce Development Boards	LA City	Dislocated Worker Services	0.00	
Employers/Industry	TBD	Employer-led training (Customized Training, etc.)	0.00	
Other Educational Institutions (e.g., Universities, K-12 education programs- ROP, CTE, Adult Education, etc.)	Adult Education Providers including LAUSD DACE	Provide ESL/VESL Classes or other appropriate trainings	See Budget Narrative Exhibit E, Item P and Exhibit F	VESL BEGINNING LOW-BEGINNING HIGH (or similar offering): This competency-based course is designed to develop communicative competence in listening, speaking, reading and writing in the context of occupational settings. It is a dual-level course and include language skill proficiencies and grammatical structures for the ESL Beginning Low and ESL Beginning High levels. The content and instructional strategies of this course reflect the ESL language model standards for Adult Education programs. VESL competency areas include on-the-job language common to many workplace settings, career planning and educational goals, SCANS skills and competencies, and language skills for getting, keeping and succeeding on a job VESL/HEALTH CAREERS (or similar offering): This competency-based course is designed to develop language skills in the context of career preparation in the health care field. It is a multi-

**Additional Assistance Project  
Partner Roles, Responsibilities, And Resources Chart  
County of Los Angeles Workforce Development, Aging and Community Services (WDACS)**

				<p>level Vocational ESL course and may be taken prior to or concurrently with enrollment in health careers classes. VESL content includes health career pathways, occupation-specific terminology and communication skills, SCANS skills and listening, speaking, reading and writing skills. Course content is selected to support health career training for ESL students and entry-level employment in the health care field. ESL Beginning High (50-01-52 or 50-01-92) or a score of 195 or higher on the CASAS test. VESL/BUSINESS/CUSTOMER SERVICE AND OFFICE OCCUPATION (or similar offering) This competency-based course is designed to develop language skills in the context of career preparation in the business field. It is a multi-level Vocational ESL course and may be taken prior to or concurrently with enrollment in business education classes. VESL content includes career pathways, employability skills, occupation-specific terminology and communication skills, SCANS skills and listening, speaking, reading and writing skills. Course content is selected to support business career training for ESL students and entry-level employment in customer service and office occupations. ESL Beginning High (50-01-52 or 50-01-92) or a score of 195 or higher on the CASAS test. VESL/BUSINESS/CUSTOMER SERVICE AND OFFICE OCCUPATION (or similar offering) This competency-based course is designed to develop language skills in the context of career preparation in the business field. It is a multi-level Vocational ESL course and may be taken prior to or concurrently with enrollment in business education classes. VESL content includes career pathways, employability skills, occupation-specific terminology and</p>
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**Additional Assistance Project  
Partner Roles, Responsibilities, And Resources Chart  
County of Los Angeles Workforce Development, Aging and Community Services (WDACS)**

				communication skills, SCANS skills and listening, speaking, reading and writing skills. Course content is selected to support business career training for ESL students and entry-level employment in customer service and office occupations. ESL Beginning High (50-01-52 or 50-01-92) or a score of 195 or higher on the CASAS test.
	Adult Education Providers including LAUSD DACE	Provide Computer Literacy classes	0.00	<p>COMPUTER OPERATION/1: FOUNDATIONS (or similar computer literacy offering): This competency-based course is the first in a sequence designed for computer operation. It provides students with technical instruction and practical experience in basic computer operation. It includes an orientation, workplace safety, resource management, and employability skills. Emphasis is placed on the computer and its parts, computer operating systems, word processing, file management, Internet applications, e-mail, computer ethics and security, and virus and spyware protection. The competencies in this course are aligned with the California High School Academic Content Standards and the California Career Technical Education Model Curriculum Standards. A minimum reading level of 6.0 as measured by the TABE D 9/10 reading comprehension test. If the student has not been enrolled in a keyboarding course or has not mastered 25 words per minute, it is recommended that the student be concurrently enrolled in a keyboarding course.</p> <p>ESL MULTI LEV./USING COMPUTERS FOR ENGL. LANG. PRA Course Code: 500454 This competency-based course offers instruction in the use of personal computers and the Internet for Beginning High and above ESL students. Instruction includes</p>

**Additional Assistance Project  
Partner Roles, Responsibilities, And Resources Chart  
County of Los Angeles Workforce Development, Aging and Community Services (WDACS)**

				basic computer skills, accessing the Internet, and locating and using information on the Internet of interest to ESL students. ESL Beginning Low (50-01-51) or equivalent skill
Training Providers	TBD – ETPL Providers		0.00	
Unions or Other Labor Organizations			0.00	
Community Based Organizations/Faith Based Organizations/other Non-Profits				
Others: (list)				
		<b>Total non-WIOA Resources</b>		

**Additional Assistance Project  
Budget Summary / Expenditure Plan**

County of Los Angeles Department of Workforce Development, Aging and Community Services (WDACS)

	Planned Budget		
	A	B	C
	25% AA Grant Expenditures	Leveraged Expenditures	Total
<b>ADMINISTRATION</b>			
A. Staff Salaries	\$73,000	\$0.00	\$73,000
B. Number of full-time equivalents <u>1.46</u>			
C. Staff Benefits	\$36,000	\$0.00	\$36,000
D. Staff Benefit Rate (percent) <u>50.8%</u>			
E. Staff Travel	\$0.00	\$0.00	\$0.00
F. Operating Expenses	\$0.00	\$0.00	\$0.00
G. Indirect Costs	\$11,000	\$0.00	\$11,000
G1. Cost Rate (percent) <u>11%</u>			
G2. Cognizant Agency: N/A			
H. Other (describe)	\$0.00	\$0.00	\$0.00
Total Administration	\$120,000	\$0.00	\$120,000
<b>PROGRAM</b>			
I. Consumable Testing and Instructional Materials*	\$0.00	\$0.00	\$0.00
J. Tuition Payments/Vouchers*	\$0.00	\$0.00	\$0.00
K. On-the-Job Training*	\$0.00	\$0.00	\$0.00
L. Participant Wages and Fringe Benefits*	\$0.00	\$0.00	\$0.00
M. Participant Support Services	\$0.00	\$0.00	\$0.00
N. Job Retention Services	\$0.00	\$0.00	\$0.00
O. Contractual Services (Complete Contract Worksheet, Exhibit F)*	\$1,031,000	\$0.00	\$1,031,000
P. Other (describe): program operation/support costs	\$49,000	\$0.00	\$49,000
Q. Total Program	\$1,080,000		\$1,080,000
<b>TOTAL FUNDING</b>	<b>\$1,200,000</b>	<b>\$0.00</b>	<b>\$1,200,000</b>
		Total Request	\$1,200,000
		Administration	120,000
		Program	\$1,080,000

**Additional Assistance Project  
Budget Summary / Expenditure Plan**

County of Los Angeles Department of Workforce Development, Aging and Community Services (WDACS)

**EXPENDITURE PLAN** (Quarterly cumulative plan for WIOA expenditures Column A)

<i>Quarter End Date (MM/YY)</i>	Q1 /	Q2 /	Q3 /
<i>Expenditures</i>	\$200,000	\$400,000	\$600,000
<i>Quarter End Date (MM/YY)</i>	Q4 /	Q5 /	Q6 /
<i>Expenditures</i>	\$800,000	\$1,000,000	\$1,200,000
<i>Quarter End Date (MM/YY)</i>	Q7 /	Q8 /	Q9 /
<i>Expenditures</i>	\$	\$	\$

\*Denotes potential 734 Training Expenditure (See Workforce Services Directive [14-01](#))

<b>Administration Staff</b>	<b>Annual FTE</b>
Budgeting and Fiscal Operation: Administrative Services Manager, Accounting Officer, Accountant	0.46
Contract Compliance and Contract Management: Administrative Services Manager, Management Analyst	0.33
Research and Statistics: Administrative Services Manager, Management Fellow	0.11
<b>Total</b>	<b>0.90</b>

**Additional Assistance Project  
Contract Services Worksheet**

County of Los Angeles Department of Workforce Development, Aging and Community  
Services (WDACS)

<b>Description — Type of Service (including training services)</b>	<b>Cost</b>	<b>Service Provider (If Known)</b>
America’s Job Centers of California (AJCCs) Staff assisted participant services, case management, follow up services, program services delivery costs, contractor’s central and shared operating expenses	\$355,000	TBD
America’s Job Centers of California (AJCCs) Participants tuition payments/vouchers	\$222,000	TBD
America’s Job Centers of California (AJCCs) Participants On-the-Job Training and other employer-led training	\$222,000	TBD
America’s Job Centers of California (AJCCs) Participants Supportive Services	\$89,000	TBD
<b>Total AJCCs Contractual Services</b>	<b>\$888,000</b>	
<b>EDD</b> Participants data searches, outreach, and costs associated with mailers to the participants	<b>\$47,000</b>	EDD
<b>Adult Schools Providers/LAUSD</b> Foundational skills training (inclusive of literacy and numeracy skills, digital literacy/technology skills, customer service skills, and other needed soft skills). Vocational English-as-a-Second Language (VESL) classes.	<b>\$96,000</b>	TBD
<b>Total</b>	<b>\$1,031,000</b>	

All contractual services must be competitively procured in accordance with federal and state procurement regulations and policies. See Workforce Services Directive [WSD12-10](#)

The costs of these services “may” be included as leveraged resources under Workforce Services Directive [WSD14-01](#)

# American Apparel

Crafted With Pride  
in the USA

American Apparel, LLC  
HQ/Factory  
747 Warehouse St.  
Los Angeles, CA 90021  
Phone (213) 488-0226  
Fax (213) 488-0334

www.americanapparel.net

November 7, 2016

BY E-MAIL

*Los Angeles*

*WARN # 20160221  
LAI  
EE: 2,166*

Greg Gibson  
Deputy Chief, Program and Technical Assistance Section  
CA Employment Development Department  
Workforce Services Division  
800 Capitol Mall (MIC 50)  
Sacramento, CA 95814  
Greg.Gibson@edd.ca.gov, eddwarnnotice@edd.ca.gov

*South Gate  
La Mirada*

*WARN # 20160222  
LAD  
EE: 959*

*Garden Grove*

*WARN # 20160223  
ORA  
EE: 332*

Re: **Notice Pursuant to the Worker Adjustment and Retraining Notification (WARN) Act**

Dear Mr. Gibson:

American Apparel, LLC (the "Company") is seeking to sell the business. Through this sale process it is likely that, despite our best efforts, the Company will have to close certain of its operations.

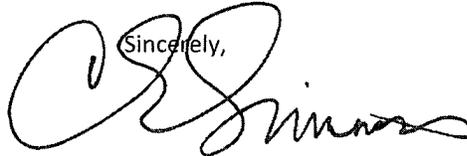
Pursuant to the Federal and California Worker Adjustment and Retraining Notification Acts (collectively, "WARN"), this letter is intended to give you conditional notice that, based upon the best information reasonably available to the Company at this time, it is likely that the potential purchaser(s) of the Company will not wish to continue manufacturing operations or to maintain corporate operations that support the Company's manufacturing, wholesale, or retail divisions.

If this happens, the Company might begin the process of permanently ceasing operations, and significantly scaling down operations at its California facilities<sup>1</sup> (the "Facilities"), within 60 days from the date of this notice. At the end of that 60 days or within two weeks after that period, the Facilities would be permanently closed and the affected employees' employment will terminate. The anticipated number of affected employees is included with the location addresses below.

We anticipate that separations will be permanent. There will be no bumping rights available to employees. In other words, terminated employees will not have the right to take another employee's job. Employees at the Facilities were given notice by hand delivery on November 7, 2016.

The Company is providing this notice voluntarily regardless of whether it is required by WARN and by providing this information, the Company does not concede that WARN applies or that notice is otherwise required.

If you have any questions, or would like further information, please contact the Human Resources Employee Relations Department (Daina Torres, HR Director) at (213) 488-0226 Ext. 1717.

Sincerely,  


Craig Simmons  
Human Resources

<sup>1</sup> The California facilities include the following locations and employee counts: 747 Warehouse Street, Los Angeles, CA 90021 (approximately 2,166); 2654 Sequoia Drive, South Gate, CA 90280 (approximately 522); 12641 Industry Street, Garden Grove, CA 92841 (approximately 332); and 16400 Trojan Way, La Mirada, CA 90638 (approximately 437).

*ORA*

*LAD*

*LAD*

*Received: 11/7/16*