



Amendment No. 2 to ESD Contract K7125

PURPOSE: The purpose of this amendment is to:		
Extend agreement, replace statement of work, and realign the budget.		
PARTIES:		
Grant Number: 6101-7620-07, 6101-7621-07, 6101-7622-07		
Kitsap County (LWDB)		
Contract Manager Alissa Durkin	CM Telephone (360) 689-4624	CM Email adurkin@co.kitsap.wa.us
Employment Security Department (ESD)		
Contract Manager Shannon Brundle	CM Telephone (360) 545-5063	CM Email shannon.brundle@esd.wa.gov
AMENDMENT: The Parties hereby agree to amend the Contract as follows:		
<ol style="list-style-type: none"> 1. Paragraph 5 – Period of Performance: The term of the agreement is extended from March 31, 2024 to March 31, 2025. 2. Paragraph 10 – Payment Schedule: The Parties increase the funding in the amount of \$247,144 of PY22 funds. The total amount of funding is thereby increased to \$660,477.69 1. Exhibit A – Statement of Work: Exhibit A – SOW is hereby replaced with the attached Exhibit A. The SOW increases the amount of performance targets, updates performance target outcomes, includes the required use of the self-sufficiency calculator for participant entrance and exit and add the option to serve up to 15% of participants who are at/above 200%FPL and at risk of experiencing poverty. The amended amount is as set forth in the updated budget form. 3. Exhibit A-1 – Budget and Performance Form: The Exhibit A-1 Budget and Performance Form is hereby replaced with the attached copy of Exhibit A-1. 		
The effective date of this amendment is the date of execution.		
All other terms and conditions of the original contract, including any prior amendments thereto, remain in full force and effect as previously written. The Parties hereby sign this amendment and acknowledge they each have the authority to execute the same on behalf of their respective party.		
WDC - Board of County Commissioners, Kitsap County, Washington Charlotte Garrido, Chair <i>Charlotte Garrido</i> Date: 4/24/23	Employment Security Department Danielle Cruver, Chief Financial Officer DocuSigned by: <i>Danielle Cruver</i> Date: 4/27/2023	
Robert Gelder, Commissioner <i>Robert Gelder</i> Date: 4/24/23	Attestation for Kitsap Commissioners: By Dana Daniels, Clerk of the Board <i>Dana Daniels</i>	
Katherine T. Walters, Commissioner <i>Katherine T. Walters</i> Date: 4/24/23		



EXHIBIT A: STATEMENT OF WORK

Economic Security for All Initiative – Kitsap County

Kitsap County, hereinafter called "Contractor" or "Grantee," will work with local partners to develop and implement a Partnership and Implementation Plan as their local Economic Security for All – Kitsap County model to streamline access to existing services and benefits to help more low-income families move out of poverty. The EcSA – Kitsap County model includes completion of all activities and all outcomes and deliverables as described in the Statement of Work matrix below and as outlined in the Budget and Performance Spreadsheet (Exhibit A-1).

Contractor is responsible for completion of the work described in the Statement of Work matrix below and for providing the deliverables indicated for all tasks. Contractor will submit Quarterly Narrative Reports to ESD, using the template provided by ESD, as outlined below in section 2, Key Deliverables and Reporting Guidelines.

In order to promote statewide consistency, name recognition, and long-term expansion of EcSA across the state, Contractor will commit to the use of Economic Security for All – Kitsap County as the program name on all communications and materials connected to this contract. Contractor may include a locally agreed upon tagline, preceded by Economic Security for All – Kitsap County.

ESD will monitor Contractor to ensure proper use of federal funds. All fund use must comply with the Workforce Innovation and Opportunity Act (WIOA) and applicable federal regulations. Contractor must track time and effort and conduct oversight and monitoring of all federal funds awarded by this Agreement. All EcSA participants must be determined WIOA eligible and be enrolled as participants in the Economic Security for All program of enrollment in the Efforts to Outcomes (ETO) management system. Participants may be co-enrolled in WIOA Formula programs. All participant services received must be documented in ETO or its successor.

Contractor will receive **\$660,477.69** to complete all outcomes and deliverables as described in matrix below by March 31, 2025.

1. TASKS, TIMELINES, ACTIVITIES, DELIVERABLES, & OUTCOMES

Deliverables, Timelines, Activities, & Outcomes			
Tasks	Timeline	Activities to accomplish outcome	Anticipated Outcomes / Deliverables
<p>1. Partnership</p> <p>Work with local partners, including DSHS and housing insecurity providers, to coordinate programs and services to help more people move to self-sufficiency</p>	<p>Ongoing throughout the contract period of performance, with meaningful progress reported each quarter.</p> <p>Partnership and Implementation Plan – submitted by June 30, 2021</p>	<p>A. Develop a local partnership that includes the WDC and WIOA service providers individuals experiencing poverty, DSHS CSO, housing insecurity providers, and other local service organizations, based on the needs of the community served.</p> <p>B. Include individuals experiencing poverty in all aspects of design, planning, and implementation.</p> <p>C. Work with partners to develop and submit a Partnership and Implementation Plan for review and approval by the EcSA Coordinating Committee.</p> <p>D. Implement your Partnership and Implementation Plan to coordinate partner delivery of programs and services to make it easier for participants to access all the supports they need. This is intended to get each household all the benefits for which they are eligible— across many programs—to help stabilize their finances so they can focus on their career plan and subsidized job training</p> <p>E. Review the Quarterly Outcomes tab of the Budget & Performance Form (Exhibit A-1) together as a team every quarter, comparing your projected results to your actual results on each item; work together to adapt and problem-solve to ensure success.</p>	<p>I. Partnership and Implementation Plan</p> <p>II. Meeting minutes showing item E is being accomplished and partners are meaningfully supporting success.</p> <p>III. Progress and activities must be provided to ESD in Quarterly Narrative Reports as outlined in section 2 below.</p>
<p>2. Coordinated recruitment and service delivery</p> <p>Work with partners to recruit individuals below 200% of Federal Poverty Level (FPL) and coordinate</p>	<p>Ongoing throughout the contract period of performance, with meaningful progress reported each quarter.</p>	<p>A. Work with partners, including DSHS, to recruit individuals who are below 200% of FPL, including SNAP recipients.</p> <p>B. When enrolling a participant above 200%FPL, include case not justification</p> <p>C. Create a clear value proposition for participants and use this to recruit potential EcSA enrollees.</p> <p>D. Coordinate connection to SNAP benefits for those participants not connected at</p>	<p>I. Total number of EcSA eligible individuals enrolled in EcSA (99) with up to 15% being individuals above 200%FPL and at risk of falling into poverty</p> <p>II. Number of EcSA enrolled participants</p>

<p>service delivery to help participants attain self-sufficiency</p> <ul style="list-style-type: none"> Up to 15% of target of enrolled individuals can be above 200%FPL and at risk of falling into poverty 		<p>intake – capture reasons for those who do not enroll in SNAP</p> <p>E. Develop career plans for each EcSA participant that includes identification of a self-sufficiency target using the Self-Sufficiency Calculator</p> <p>F. Capture individual participant targets and track progress towards attainment of income adequacy in the Self-Sufficiency Calculator database.</p> <p>G. Based on career plans, connect EcSA participants to subsidized job training and other services allowable under WIOA that lead to employment at or above their customized Income Adequacy goal.</p> <p>H. Based on assessment of participants and their household needs, coordinate connection to supportive services and wraparound supports, including addressing mentorship, personal stability, and financial stability, to ensure each participant has the supports needed to focus on their career plan and/or subsidized job training.</p> <p>I. Co-enroll all participants continuing subsidized training beyond March 31, 2025 into WIOA Adult to continue providing training support through completion</p> <p>J. Co-enroll participants in WIOA Adult, Youth, and Dislocated Work programs, as appropriate.</p> <p>K. Utilize the ESD Bundled Services Desk Aid tool or a locally approved option with each participant during enrollment.</p>	<p>placed in subsidized training for employment in an occupation with average starting wage at or above 100% of the Income Adequacy goal (43)</p> <p>III. Number of EcSA enrolled participants entering employment at or above the Income Adequacy goal (49)</p> <p>IV. Provide the script or other tools created to achieve item B.</p> <p>V. ESD Tracking:</p> <ul style="list-style-type: none"> Participants connected to SNAP benefits Participants completing subsidized training Participants continuing subsidized training at grant conclusion (ESD tracked) <p>VI. Progress and activities must be provided to ESD in Quarterly Narrative Reports as outlined in section 2 below.</p> <p>VII. All WIOA services and outcomes must be documented in ETO</p>
<p>3. EcSA community of practice and initiative evaluation</p>	<p>Ongoing throughout the contract period of performance,</p>	<p>A. Contribute to the statewide Economic Security for All efforts to decrease the number of WA families living below 200% of Federal Poverty Level (FPL).</p> <p>B. Support coordination, as appropriate,</p>	<p>I. Progress and activities must be provided to ESD in Quarterly Narrative Reports as outlined</p>

<p>Promote EcSA success and contribute to statewide learning from the EcSA initiative.</p>	<p>with meaningful progress reported each quarter.</p>	<p>with other statewide efforts focused on coordination of resources for poverty reduction.</p> <p>C. Participate in remote and in-person quarterly meetings to share and discuss successes, challenges, and lessons learned with other EcSA programs.</p> <p>D. Host events to raise awareness of EcSA efforts in the local community to build support for expansion and replication of EcSA successes; participate in statewide efforts to support EcSA expansion and replication.</p> <p>E. Actively partner with the third-party evaluator selected to evaluate EcSA programs to ensure accurate evaluation of your EcSA model.</p> <p>F. Identify UW Self-Sufficiency Calculator Point of Contact (POC) and actively partner with Workforce Development Council of Seattle King County to ensure accurate calculator data collection.</p>	<p>in section 2 below.</p> <p>II. Types of efforts to raise the profile of EcSA and promote the importance of poverty reduction among your local leaders and public</p>
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2. KEY DELIVERABLES AND REPORTING GUIDELINES

Quarterly Narrative Report

Using the Quarterly Narrative Report format provided by ESD, provide a report summarizing work completed during the reporting period. This report should highlight progress towards, or completion of, deliverables and Statement of Work activities. Quarterly reports will contain narrative detail and direct evidence of Statement of Work activities (e.g. meeting minutes, agendas, communications and other media, reports, policies, and other work products). Each report will include quarterly tracking of performance indicators identified in Exhibit A-1 Budget & Performance Form.

Reports are due **thirty days following the end of each quarter**. Quarter end dates include: March 31, June 30, September 30, and December 31.

Submit reports to: esdgpworkforceinitiatives@esd.wa.gov

3. DEFINITIONS

Subsidized Training

- Training funded by State EcSA: Is Occupational Skills Training that has been approved on the Eligible Training Provider List and leads to a credential needed for occupations with entry level earnings at or above 100% of the participants Income

Adequacy target, as established using the UW Self-Sufficiency Calculator. Training funded, in whole or in part, through Individual Training Accounts (ITA) with State funds must be recorded as “State EcSA Occupational Skills Training” in ETO. Other training services are not included in this definition of subsidized training.

- Training funded by partner resources: Must lead to a credential needed for occupations with entry level earnings at or above 100% of the participants Income Adequacy target, as established using the UW Self-Sufficiency Calculator. Training funded by non-WIOA resources (e.g. Washington College Grant) must be recorded in ETO as “State EcSA Training Paid By Other”. Note that this service does not trigger or extend participation in ETO.
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Self Sufficiency

Attainment of 100% of individualized household Income Adequacy, as established through use of the UW Self-Sufficiency Calculator.

Federal Poverty Level

Will be determined using the most recent U.S. Health and Human Services (HHS) Poverty Guidelines, based on participant household size.

Poverty Guidelines for 2022:

2022 POVERTY GUIDELINES FOR THE 48 CONTIGUOUS STATES AND THE DISTRICT OF COLUMBIA	
Persons in family/household	Poverty guideline
1	\$13,590
2	\$18,310
3	\$23,030
4	\$27,750
5	\$32,470
6	\$37,190
7	\$41,910
8	\$46,630

2022 POVERTY GUIDELINES FOR THE 48 CONTIGUOUS STATES AND THE DISTRICT OF COLUMBIA	
Persons in family/household	Poverty guideline
For families/households with more than 8 persons, add \$4,720 for each additional person.	

Household

Each participant's household is defined as their Supplemental Nutritional Assistance Program (SNAP) Assistance Unit.

WIOA TITLE I STATEWIDE ACTIVITIES

EXHIBIT A-1

BUDGET PLANNING

Name of Agreement: PY20-22 Economic Security for All - Olympic
 Name of Contractor: Olympic Workforce Development Council

Contract No. K7125
 Modification No. 2
 Grant No. 6101-7620/21/22-07

Period of Performance: April 1, 2021 through March 31, 2025

Line Item	Contract Budget	Previous Expenses Reported	Current Expenses	Year to Date Costs	Budget Balance
Personnel: Salaries & Benefits	\$ 66,047.69	\$ -	\$ -	\$ -	\$ 66,047.69
Personnel: Travel	\$ -	\$ -	\$ -	\$ -	\$ -
Communication	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
Indirect	\$ -	\$ -	\$ -	\$ -	\$ -
Subcontracts	\$ 594,430.00	\$ -	\$ -	\$ -	\$ 594,430.00
Totals	\$ 660,477.69	\$ -	\$ -	\$ -	\$ 660,477.69

WIOA TITLE I STATEWIDE ACTIVITIES

BUDGET PLANNING

EXHIBIT A-1

Name of Agreement: PY20-22 Economic Security for All - Olympic
 Name of Contractor: Olympic Workforce Development Council

Contract No. K7125
 Modification No. 2
 Grant No. 6101-7620/21/22-07

Period of Performance: April 1, 2021 through March 31, 2025

All Expenditures	Planned Expenditures by Quarter															
	2021 Apr - Jun	2021 Jul - Sep	2021 Oct - Dec	2022 Jan - Mar	2022 Apr - Jun	2022 Jul - Sep	2022 Oct - Dec	2023 Jan - Mar	2023 Apr - Jun	2023 Jul - Sep	2023 Oct - Dec	2024 Jan - Mar	2024 Apr - Jun	2024 Jul - Sep	2024 Oct - Dec	2025 Jan - Mar
Expenditures by Quarter PY20 (7620-07)		\$ 9,485.13	\$ 29,976.00	\$ 49,503.00	\$ 49,503.00	\$ 45,273.00	\$ 16,965.15	\$ 2,583.00								
Expenditures by Quarter PY21 (7621-07)				\$ 2,583.00	\$ 2,583.00	\$ 2,583.00	\$ 23,813.85	\$ 38,129.00	\$ 38,429.00	\$ 35,401.00	\$ 33,697.26	\$ 32,826.30				
Expenditures by Quarter PY21 (7621-07)								\$ -	\$ 4,589.25	\$ 8,089.25	\$ 14,089.25	\$ 15,782.25	\$ 48,608.25	\$ 50,553.25	\$ 52,442.25	\$ 52,990.25
Cumulative Total by Quarter	\$ -	\$ 9,485.13	\$ 39,461.13	\$ 91,547.13	\$ 143,633.13	\$ 191,489.13	\$ 232,268.13	\$ 272,980.13	\$ 315,998.38	\$ 359,488.63	\$ 407,275.14	\$ 455,883.69	\$ 504,491.94	\$ 555,045.19	\$ 607,487.44	\$ 660,477.69

WIOA TITLE I STATEWIDE ACTIVITIES

PERFORMANCE PLANNING

EXHIBIT A-1

Name of Contract: PY20-22 Economic Security for All - Olympic
 Name of Contractor: Olympic Workforce Development Council

Contract Number K7125
 Modification Number 2
 Grant Number 6101-7620/21/22-07

Period of Performance: April 1, 2021 through March 31, 2025

Performance Indicator	Projected Outcomes by Quarter															
	2021 Apr - Jun	2021 Jul - Sep	2021 Oct - Dec	2022 Jan - Mar	2022 Apr - Jun	2022 Jul - Sep	2022 Oct - Dec	2023 Jan - Mar	2023 Apr - Jun	2023 Jul - Sep	2023 Oct - Dec	2024 Jan - Mar	2024 Apr - Jun	2024 Jul - Sep	2024 Oct - Dec	2025 Jan - Mar
WIOA eligible individuals below 200% of FPL enrolled in EcSA		0	4	12	22	32	42	52	62	64	64	64	74	84	94	99
Participants placed in subsidized training for employment at or above income adequacy goal		0	0	0	0	2	4	8	12	16	20	27	29	31	32	43
Participants entering employment at or above income adequacy goal		0	0	0	0	2	5	9	13	17	23	32	34	36	38	49

*please add quarterly outcomes cumulatively
 *additional performance indicators may be add, based on approved Partnership and Implementation Plan
 *Up to 15% of enrollments can be individuals with income 200% and at risk of falling into poverty

CERTIFICATE OF LIABILITY INSURANCE

Issue Date 1/21/2020

ISSUED BY:

State of Washington
 Department of Enterprise Services
 Office of Risk Management
 PO Box 41466
 Olympia, WA 98504-1466

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE STATE OF WASHINGTON SELF INSURANCE LIABILITY PROGRAM.

COVERAGE AFFORDED BY

State of Washington Self Insurance Liability Program

INSURED:

State of Washington
 Employment Security Department
 ATTN: Carole Mathews
 212 Maple Park Avenue SE
 Olympia, WA 98503

THE STATE OF WASHINGTON, INCLUDING ALL ITS AGENCIES AND DEPARTMENTS, IS SELF-INSURED FOR TORT LIABILITY CLAIMS. ALL CLAIMS MUST BE FILED WITH THE STATE OFFICE OF RISK MANAGEMENT FOR PROCESSING IN ACCORD WITH STATUTORY REQUIREMENTS.

COVERAGES

THIS IS TO CERTIFY COVERAGE DESCRIBED BELOW IS PROVIDED TO THE INSURED NAMED ABOVE FOR THE PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE COVERAGE AFFORDED BY THE SELF-INSURANCE LIABILITY PROGRAM IS SUBJECT TO ALL THE TERMS, EXCLUSIONS, AND CONDITIONS OF SUCH PROGRAM.

TYPE OF COVERAGE	POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE	LIMITS
GENERAL LIABILITY <input checked="" type="checkbox"/> GENERAL LIABILITY <input checked="" type="checkbox"/> OCCURRENCE COVERAGE	Self-Insured	Continuous	Continuous	BODILY INJURY, PROPERTY DAMAGE & PERSONAL INJURY COMBINED EACH OCCURRENCE \$5,000,000
AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				BODILY INJURY & PROPERTY DAMAGE COMBINED EACH ACCIDENT \$5,000,000
WORKERS COMPENSATION AND EMPLOYERS LIABILITY	L & I	Continuous	Continuous	WC – STATUTORY
OTHER				

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS: Coverage applies as respects tort liability claims against the State of Washington as covered by the Tort Claims Act (RCW 4.92 et seq.) The Certificate Holder is named as additional insured, but only as respects the negligence of the State of Washington.

CERTIFICATE HOLDER:**CANCELLATION**

EVIDENCE OF INSURANCE

SHOULD THE SELF INSURANCE LIABILITY PROGRAM BE CANCELLED, THE STATE OF WASHINGTON WILL ENDEAVOR TO MAIL 45 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL NOT IMPOSE ANY OBLIGATION OR LIABILITY UPON THE STATE OF WASHINGTON, ITS OFFICIALS, EMPLOYEES, AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE:

CERTIFICATE NUMBER CRT 2020-00465



Jason Siems, State Risk Manager



EMPLOYMENT SECURITY, WASHINGTON STATE

DEPARTMENT OF

DUNS Unique Entity ID 808882914	SAM Unique Entity ID DZK5KDLUNMS3	CAGE / NCAGE 3X3Q3
Purpose of Registration All Awards	Registration Status Active	Expiration Date Sep 21, 2022
Physical Address 212 Maple Park Olympia, Washington 98501-2347 United States	Mailing Address PO Box 9046 Olympia, Washington 98507-9046 United States	

Doing Business as (blank)	Division Name (blank)	Division Number (blank)
Congressional District Washington 10	State / Country of Incorporation (blank) / (blank)	URL (blank)

Registration Dates

Activation Date Sep 23, 2021	Submission Date Sep 21, 2021	Initial Registration Date Jul 6, 2004
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Entity Dates

Entity Start Date Mar 1, 1937	Fiscal Year End Close Date Jun 30
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Immediate Owner

CAGE (blank)	Legal Business Name (blank)
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Highest Level Owner

CAGE (blank)	Legal Business Name (blank)
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Executive Compensation

Registrants in the System for Award Management (SAM) respond to the Executive Compensation questions in accordance with Section 6202 of P.L. 110-252, amending the Federal Funding Accountability and Transparency Act (P.L. 109-282). This information is not displayed in SAM. It is sent to USAspending.gov for display in association with an eligible award. Maintaining an active registration in SAM demonstrates the registrant responded to the questions.

Proceedings Questions

Registrants in the System for Award Management (SAM) respond to proceedings questions in accordance with FAR 52.209-7, FAR 52.209-9, or 2.C.F.R. 200 Appendix XII. Their responses are not displayed in SAM. They are sent to FAPIIS.gov for display as applicable. Maintaining an active registration in SAM demonstrates the registrant responded to the proceedings questions.

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

Yes

Business Types

Entity Structure U.S. Government Entity	Entity Type US State Government	Organization Factors (blank)
Profit Structure (blank)		

Socio-Economic Types

Check the registrant's Reps & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small

business concern. Additional small business information may be found in the SBA's Dynamic Small Business Search if the entity completed the SBA supplemental pages during registration.

Government Types

U.S. State Government

Accepts Credit Card Payments
No

Debt Subject To Offset
No

EFT Indicator
0000

CAGE Code
3X3Q3

EFT Indicator
5400

CAGE Code
8EZL0

Electronic Business

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Sophal Espiritu

**212 Maple Park AVE SE
Olympia, Washington 98501
United States**

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Olympia, Washington 98501
United States

Government Business

☒
Sophal Espiritu

**212 Maple Park AVE SE
Olympia, Washington 98501
United States**

Sophia Espiritu

212 Maple Park AVE SE
Olympia, Washington 98501
United States

NAICS Codes

Primary
Yes

NAICS Codes
921110

NAICS Title
Executive Offices

Yes, this entity appears in the disaster response registry.

States

Counties

Metropolitan Statistical Areas

Washington