



**Broadband Non-Infrastructure Application  
Submission to NTIA – Public Computer Centers**

<b>Submitted Date:</b> 3/15/2010 4:14:22 PM	<b>Easygrants ID:</b> 5466
<b>Funding Opportunity:</b> Public Computer Centers	<b>Applicant Organization:</b> LABOR, NEW YORK DEPARTMENT OF
<b>Task:</b> Submit Application - Public Computer Centers	<b>Applicant Name:</b> Roger Bailie

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**A. General Application Information**

<b>1. Applicant Information</b>	
<b>Name and Federal ID for Applicant</b>	
<b>DUNS Number</b>	806780607
<b>CCR # (CAGE)</b>	4QAT3
<b>Legal Business Name</b>	LABOR, NEW YORK DEPARTMENT OF
<b>Point of Contact (POC)</b>	ROGER BAILIE 5184572647 Ext. Roger.Bailie@labor.state.ny.us
<b>Alternate POC</b>	THERESA PAPA 5184572647 Ext. Theresa.Papa@labor.state.ny.us
<b>Electronic Business POC</b>	KATHLEEN ELFELDT 5184571384 Ext. Kathleen.Elfeldt@labor.state.ny.us
<b>Alternate Electronic Business POC</b>	MARGO SZELEST 5184850556 Ext. Margo.Szelest@labor.state.ny.us

<b>2. Name and Contact Information of Person to be Contacted on Matters Involving this Application:</b>	
<b>Prefix</b>	
<b>First Name</b>	Roger
<b>Middle Name</b>	
<b>Last Name</b>	Bailie



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<b>Suffix</b>	
<b>Telephone Number</b>	518-457-2647
<b>Fax Number</b>	
<b>Email</b>	Roger.Bailie@Labor.State.Ny.Us
<b>Title</b>	Director of Finance

**3. Additional Contact Information of Person to be Contacted on Matters Involving this Application:**

Project Role	Name	Phone	Email
Secondary Point of Contact	Amy , Savoie	5184575189	Amy.Savoie@labor.ny.gov

**4. Other Required Identification Numbers**

<b>Easygrants ID</b>	5466
<b>Funding Opportunity Number</b>	500000
<b>Catalog of Federal Domestic Assistance Number</b>	<b>BTOP CFDA Number:</b> 11.557 <b>BTOP CFDA Title:</b> Broadband Technology Opportunities Program

**5. Organization Classification**

<b>Type of Organization</b>	State or State Agency
<b>Is the organization a small business?</b>	No
<b>Does the organization meet the definition of a socially and economically disadvantaged small business concern?</b>	No

**6. Authorized Organizational Representative**



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<b>AOR</b>	BAILIE, ROGER
<b>Result</b>	Applicant Authorized

**7. Project Title and Project Description**

**Project Title:** One-Stop Broadband Education Access Mentoring (One-Stop BEAM)

**Project Description:** The BEAM project will connect 20 of New York's One Stop Career Centers via broadband video conferencing, to occupational skills upgrading and training services, and career planning, career counseling and mentoring services. The goal of this project is to increase access to these services to the State's low income populations.

**8. Other Applications**

Is this application being submitted in coordination with any other application being submitted during this round of funding?

- No

Easygrants ID	Project Title

If YES, please explain any synergies and/or dependencies between this project and any other applications.

9. Is the Applicant exempt from the Department of Commerce requirements regarding individual background screening in connection with any award resulting from this Application?

- Yes, Applicant is exempt because it is a unit of a state or local government

If the answer to the above question is "No," please identify each key individual associated with the Applicant who would be required to complete Form CD-346, "Applicant for Funding Assistance," in connection with any award resulting from this Application:

Name	Title	Employer

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## B. Executive Summary, Project Purpose and Benefits

### Essay Question

**10. Executive Summary of the proposed project:**

New York State is losing jobs, has an escalating unemployment rate, and has a workforce training gap which hinders the State's competitive advantage in the economy. Further complicating these issues is the State's aging population, the high number of limited-English proficient individuals needing work-related skills.

The New York State Department of Labor (NYSDOL) collects data on labor supply, unemployment, workforce training, and job projections. Data is garnered through the U.S. Census Bureau, unemployment filings, and usage data from the statewide One Stop Centers. For example: High School Graduate – 29.60% (USA) and 29.00% (NYS); College Graduate – 17.30% (USA) and 18.10% (NYS); Speak English Less Than "Very Well" – 4.80% (USA) and 8.40% (NYS); Seniors (65+ years of age) – 12.60% (USA) and 13.30% (NYS); Foreign Born – 12.67% (USA) and 21.97% (NYS); Mean Household Income (\$) – 71,128 (USA) and 80,425 (NYS); and Poverty Levels (%) – 13.20% (USA) and 13.80% (NYS).

Workforce Investment Areas (WIA) and their associated One Stop Career Centers are being asked to serve historic levels of customers while their annual operating budgets are eroding. From 2000 to 2009, the State's WIA funds decreased by \$131 million (43%) from \$305 million to \$174 million. The seasonally adjusted unemployment rate during this same time increased from 4.7% to 8.8%, approximately an 87% increase in ten years. An increasing number of One Stop customers need more than just assistance in locating potential jobs. They need job training appropriate for the new emerging economy as their previous occupations are rapidly declining. The American Reinvestment and Recovery Act of 2009 (ARRA) and other development funding in the State are driving the creation of jobs and job training programs. We have discovered a disparity, however, in the accessibility of these programs. Rural residents, areas without a community college, and locations with high percentages of vulnerable populations are finding it difficult to connect customers with these ARRA created services.



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The One Stop Career Center Broadband Education Access Mentoring project (BEAM) is a community based solution partnering NYSDOL, the New York State Energy Research and Development Authority (NYSERDA), the Training and Education Center for Semiconductor Manufacturing and Alternative and Renewable Technologies (TEC-SMART), 20 One Stop Centers, Cayuga Community College (CCC), and Erie County Community College (ECCC). BEAM expands the services available at 20 One Stop Centers' public computer centers around the state of New York by implementing a distance learning and training system using Interactive Video Presence (IVP).

BEAM connects 20 of the state's 90 One Stop Centers with TEC-SMART, NYSERDA, and NYSDOL's Central Office via IVP. Using IVP will enable us to increase access across the state on career and training initiatives, skills development, and career counseling through distribution of conferences, advisory meetings seeking public input, green training, and career development and counseling activities.

BEAM most directly addresses two of the Broadband Technology Opportunity Program (BTOP) statutory goals: Goal 3 – by providing broadband education, awareness, training, access, equipment, and support in public computer centers that focus on vulnerable populations; and Goal 5 – by stimulating economic growth and job creation. BEAM enhances one stop services by providing job and work readiness training to vulnerable populations, by creating greater collaborations between community colleges and industry in defining and delivering workforce programs, and by working with teachers and counselors on effective career development.

Activities in the grant have been chosen for their ability to drive the program towards meeting goals.

Goals of the One Stop Career Center BEAM project are: 1) Enhance existing public computer centers within 20 One Stop Centers' Resource Rooms to create a career pathway linking the unemployed and underemployed with training, counseling, support services and employers not locally accessible within their area One Stop Center; 2) Increase workforce readiness for the 21st century economy by providing training and certifications in green jobs and industries; and 3) Increase local community anchor involvement in DOL by using IVP to provide access to advisory meetings seeking public input.



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Activities of the One Stop Career Center BEAM project are: 1) Install IVP at NYSDOL, NYSERDA, TEC-SMART, and 13 One Stop Centers, which currently do not have any; 2)

Provide training through TEC-SMART and NYSERDA focusing on clean-energy training and skills development consistent with sector strategies to promote green jobs and the state's energy plan to 20 One Stop Centers; 3) Provide training and classes through community college partners, which may include: Computer classes, GED preparation, and Language classes; 4) Provide work readiness training; 5) Provide translation services and/or work readiness programs in languages other than English to assist non- or limited-English speakers; and 6) Connect job seekers with businesses for job interviews via IVP. Businesses seeking to hire multiple persons or positions could use the IVP as a recruiting event; enabling them to provide a group of candidates with information, then interview them individually without having to host the event on their site.

According to the Council of Economic Advisor's guide to job creation estimates, our budget request of \$766,767 equates to the creation of 8.33 per job-years (\$766,767/\$92,000). In addition, it is assumed that 64% or 5.33 of the jobs are indirect effects and 36% or 3 of the job years are induced effects.

Beyond these immediate effects the job creation data from NYSDOL and One Stop Career Center customers, and NYSERDA training participants should be considered. These jobs are being created under other New York State programs, but training provided under BEAM will help create skilled workforce need to take advantage of these jobs.

Areas to be Served -- BEAM provides services throughout New York State, specifically in 20 One Stop Career Centers.

Applicant Qualifications -- NYSDOL is the applicant and fiscal agent. Formed in 1901, we have witnessed the revolution of Labor Rights, the evolution of the global economy, and the dawn of the Internet age. In our 109 year history, we have been responsible for billions of dollars in Federal and State funding directed towards assisting the unemployed by providing temporary financial assistance, connecting job seekers with employers, and building a workforce that helps New York's businesses compete in today's global economy.

We will provide all fiscal oversight, grant monitoring, and reporting. Staff will provide career planning and counseling, outreach and marketing services for recruitment, conduct customer

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feedback and community input meetings, and train One Stop Center staff. We will also coordinate services including programs for community members, training, coordinating of IVP system, and IT support. We have designed the network and will coordinate ordering, installation, and implementation. As the project moves forward, we will continue to monitor labor and industry data to improve the project and drive potential modifications.

NYSERDA is a public benefit corporation created in 1975. On October 9, 2009, Governor David Paterson signed into law the Green Jobs Green New York Act of 2009. This directs NYSERDA, among other things, to enter into contracts to provide employment and training services to support the Green Jobs Green New York Program (GJ/GNY). The GJ/GNY Program is designed to create job opportunities, including opportunities for new entrants into the state's workforce, focusing on long-term unemployed and displaced workers and new workforce entrants.

TEC-SMART is a collaboration between Hudson Valley Community College and NYSERDA. TEC-SMART features more than a dozen state-of-the-art classrooms and laboratories that are used to prepare skilled technicians and meet the growing demands of industries involved in the development and manufacture of semiconductors, photovoltaic, wind turbines, geothermal products, alternative fuels, and energy-efficient buildings. Housed next to the Luther Forest Technology Campus, designed for nanotechnology manufacturing and research and development, TEC-SMART will provide training and education via IVP for these emerging technologies. Also, TEC-SMART will connect BEAM with employers in high-growth and high-demand occupations.

Overall Cost -- The Federal request is \$536,737.00, the New York State match is \$230,030.00, and the Total proposal cost is \$766,767.00.

**11. Project purpose:**

The One-Stop Broadband Education Access Mentoring project (One-Stop BEAM) is a community based solution partnering NYSDOL, the New York State Energy Research and Development Authority (NYSERDA), the Training and Education Center for Semiconductor Manufacturing and Alternative and Renewable Technologies (TEC-SMART), 20 One Stop Centers, Cayuga Community College (CCC), and Erie County Community College (ECCC). BEAM expands the services available at 20 One Stop Centers' public computer centers around the state of New York by implementing a distance learning and training system using Interactive Video Presence (IVP).





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One-Stop BEAM directly addresses two of the Broadband Technology Opportunity Program (BTOP) statutory goals: Goal 3 – by providing broadband education, awareness, training, access, equipment, and support in public computer centers that focus on vulnerable populations; and Goal 5 – by stimulating economic growth and job creation. BEAM enhances services for education and children by providing job and work readiness training to individuals, creating greater collaborations between community colleges and industry in defining and delivering workforce programs, and by working with the K-12 system to provide career development and awareness assistance to students, teachers and counselors.

According to NYSDOL's Division of Research and Statistics, as of the end of 2009 the State's newly-revised jobs data indicate that the impact of the national recession on New York State's economy was deeper than first estimated. Between 2008 and 2009, New York State's private sector job count decreased from 245,400 to 183,300. In addition, new labor force data show that the state's average annual unemployment rate climbed from 5.3 percent in 2008 to 8.4 percent in 2009, its highest level since 1992."

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Outcomes and Metrics – The One-Stop BEAM project is expected to serve 1,320 customers per week.

**12. Recovery Act and Other Governmental Collaboration:**

This project will leverage Recovery Act and other federal and state employment and training funding streams by making additional counseling and training services available to more individuals including NYSDOL and One Stop customers and NYSERDA / TEC-SMART training participants. The NYSDOL and One Stop customers are currently being served with



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limited training funding made available with \$169.4 million in WIA Recovery Act funds and \$174 million of Program Year (PY) 2009 WIA funding. In addition, the NYSDOL administers re-employment, labor-exchange and job placement services with \$22.9 million of Wagner-Peyser and Re-employment funding under the Recovery Act, \$40.4 million under the regular PY 2009 Wagner-Peyser program, and the \$35 million State Re-employment services program. The equipment to be purchased through this project will create efficiencies by making more counseling and training options available in centers throughout the state. The 13 One Stop Centers are fully staffed and maintained by the existing Recovery and federal and state funding streams, so the training equipment can simply be “dropped in”. A trainer in one location can provide instruction to participants in the 13 One Stops and three new education centers simultaneously with no expensive travel costs. This will facilitate training to individuals in remote rural areas that otherwise would have no access.

Training available with NYSDOL resources include:

\$5 million Disconnected Youth contract program to expand the career awareness of the low-income youth, ages 14–24; provide dropout prevention services; and develop their basic skills and competencies to provide a foundation for future education and employment.

\$15 million for the Emerging and Transitional Worker contract program for unemployed adults to provide them with skills to successfully obtain employment and advance their careers.

\$2.85 million On the Job Training / Individual Training Account Initiative. The OJT initiative will match business with qualified individual who are eager to work, but need the specialized training only a business can supply. This initiative will provide up to 50% reimbursement to the business for the trainee’s wages for no more than 6 months of on the job training with continued employment of individuals thereafter. The ITA Initiative will provide training opportunities to qualified individuals who will be re-skilled and/or skills upgrade in demand occupations during this time of continued high employment and job losses. This initiative will provide the best opportunity that the current unemployed individuals will be ready once job growth commences in NYS.

\$500,000 each to the Office of Mental Health and the Office of Alcohol and Substance Abuse Services to provide occupational training to their participants.



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\$3.5 million to the Office of Parks for temporary employment and training services for participants provided by The Student Conservation Association Inc.

**13. Technology Strategy:**

BEAM extensively uses existing networks within the partner sites. All sites follow the IT strategies and best practices developed by the New York Office for Technology (OFT) to ensure a reliable, secure, and user-friendly system. We have specifically designed the BEAM technology strategy to take advantage of existing infrastructure at the partner sites. This infrastructure includes standard LAN technology and workstations.

Each of the 20 One Stop Centers maintains public computing centers with workstations and printers available for public use connected through existing LANs. Generally, these workstations use common applications available in public computing centers such as:

- Office productivity such as the Microsoft Office Suite;
- Virus protections;
- Internet Browser;
- Adobe Reader;
- Accessibility software, which may include voice recognition, screen reading, screen magnification and comprehension software;
- Programming and web development tools for job training;
- Job readiness and academic achievement assessment tools;
- Resume and cover letter writing applications;
- Career exploration and inventory assessments; and
- Internet filtering and other security measures in compliance with New York State standards.

All sites connect to the Internet through NYeNET, a data communications network that provides NY state and local government organizations with statewide connectivity. Organizations connected to the NYeNet are able to share information and access common applications via the ePort service. Support is provided 24/7/365 by the Network Operations Center (NOC). Sites maintain different connection speeds as illustrated by the attached network diagram. BEAM's budget provides for Interactive Video Presence (IVP) equipment to be installed in 16 locations. The three locations that will do the majority of the training will receive systems more conducive to presenting and leading trainings and discussions. In selecting technology for IVP delivery, we conducted interviews with professionals in the field, other end users, and vendors.



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This included consulting with Gartner, Inc. – the world's leading information technology research and advisory company. High-definition video conferencing systems provide an excellent user experience with true-to-life quality for rich interaction and collaboration. These systems are ideal for meeting rooms of all sizes and fully interoperable with standards-based video, phone, or PC video. NYS DOL chose TANDBERG end points as they:

- Provide a completely standards based set of solutions;
- Are highly recommended by Gartner;
- Provide interoperability with other systems;
- Are flexible and scalable, including future use of desktop based webcams for individuals; and
- Are used and supported by the NYS Office for Technology, which provides the IVP infrastructure (scheduling, bridging, firewall transversal, gatekeeper, recording, archiving, and streaming).

Thirteen One Stop Centers will receive a TANDBERG Profile 52" with C60 Codec. These units feature a high-definition camera and display and are the right size for public computing centers. These units will allow customers at the One Stop Centers to interact with teachers, presenters, or counselors at remote sites in a natural and interactive way. It should also be noted that seven other One Stops currently have IVP equipment in place that in interoperable with the above items.

NYS DOL, NY SERDA, and TEC-SMART will receive a TANDBERG Scholar MXP System with dual 50" plasma displays, 720P high-definition cameras, and a 10.4" touchpanel with an Educator MXP Integrator precision high-definition camera. Flexible and modular, the Scholar's 10.4" touchpanel gives instructors control of digital sources and the ability to connect to sites anywhere. This unit is designed for rooms where the teacher will have students at their site as well as across multiple sites. The design allows the presenting site to see students at the remote sites; engaging them in dialogue and creating natural interactions.

OFT maintains the IVP infrastructure that we will use. This includes bridging, scheduling, content recording, archiving and streaming, firewall transversal, gatekeeping, and conference management. We will connect directly to them through our link with NYeNET. This is illustrated on the attached network diagram as well. By using OFT for these services, we are saving vital funds for programming and services. Also, OFT has a depth of experience in



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providing and supporting these technologies that we can not re-create within our partners. Using them will ensure our IVP works efficiently, seamlessly, and with great value.

**14. Public Availability:**

All facilities are open to the public in accordance with New York State laws governing public property. The One Stop Centers are available to all members of the public and anyone may use their public computer centers. However, use of the public computer center is generally only appropriate for individuals seeking One Stop or other co-located agency services. Many One Stop Centers are conveniently located in facilities that offer a variety of other supportive community services and some are located on community college campuses.

These services are mandated by the state and include:

- Adult, dislocated worker, and youth programs,
- The Employment Service,
- Adult education and adult literacy programs,
- Job Corps,
- Migrant and seasonal farmworker programs,
- Native American programs,
- Vocational rehabilitation,
- Welfare-to-Work programs,
- Senior community service employment programs,
- Vocational education,
- Trade Adjustment Assistance/NAFTA,
- Veterans programs,
- Community Service Block Grant employment and training programs,
- Housing and Urban Development (HUD) employment and training programs, and
- Unemployment Insurance.

Some One Stop programs may be restricted to a certain subset of the population to make them more appropriate for that specific subset. For example, programs for seniors or veterans will contain information and an environment appropriate to them and would, therefore, only be open to members of these groups.

**15. Restrictions on Center Use:**



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**16. Involvement of Community College:**

Erie County Community College (ECCC), Cayuga Community College (CCC), and Hudson Valley Community College (HVCC) will participate in BEAM. As community colleges, these are important partners in BEAM because of their ability to reach a wide and diverse audience. Community colleges will provide training and workforce development programs to One Stops. They will not receive equipment from the project and derive benefit by expanding their reach to more residents.

ECCC houses the Orchard Park One Stop and CCC houses the Auburn One Stop. Having IVP in the One Stops on their campuses will allow these community colleges to provide training, participate in meetings, and network with other BEAM participants. This in turn will help the schools in creating workforce programs that can be shared over IVP.

HVCC is a partner in TEC-SMART. They already have IVP on their main campus and BEAM will install an IVP system in the public computing center at TEC-SMART. This will allow HVCC to increase programming at TEC-SMART as well as improve coordination between themselves, NYSERDA, and TEC-SMART. These interconnections will create new training programs and give businesses at the TEC-SMART campus access to HVCC distance learning programs.

**17. Is the applicant seeking a waiver of the Buy American provision pursuant to section x.Q of the NOFA?**

- No

**18. Is the applicant delinquent on any federal debt?**

- No
- If Yes, justification for delinquency:



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19. Are you seeking a waiver of any requirement set forth in the NOFA that is not mandated by statute or applicable law?

- > No

**C. Partners**

20. Are you partnering with any other key institutions, organizations, or other entities for this project?

- > Yes

If YES, key partners are listed below:

<p>Project Role: Third party in-kind contributor  Name: Murray, Francis  Email: fjm@nyserda.org  Address 1: 17 Columbia Circle  Address 2:  Address 3:  City: Albany  State: New York  Zip Code: 12203  Organization: New York State Energy Research and Development Authority (NYSERDA)  Organization Type: State or State Agency  Small business: No  Socially and economically disadvantaged small business concern: No</p>
<p>Project Role: Third party in-kind contributor  Name: Larson, Daniel  Email: daniel.larson@cayuga-cc.edu  Address 1: 197 Franklin Street  Address 2:  Address 3:  City: Auburn  State: New York  Zip Code: 13021  Organization: Cayuga Community College  Organization Type: Other  Small business: No  Socially and economically disadvantaged small business concern: No</p>
<p>Project Role: Third party in-kind contributor</p>



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Name: Kidder, Allen  
Email: arkidder@genesee.edu  
Address 1: 456 West Ave. (Rte. 31)  
Address 2:  
Address 3:  
City: Albion  
State: New York  
Zip Code: 14411  
Organization: Genesee Community College  
Organization Type: Other  
Small business: No  
Socially and economically disadvantaged small business concern: No

Project Role: Third party in-kind contributor  
Name: Sarubbi, Joseph  
Email: j.sarubbi@hvcc.com  
Address 1: 345 Hermes Road  
Address 2:  
Address 3:  
City: Malta  
State: New York  
Zip Code: 12020  
Organization: Training and Education Center for Semi-Conductor Manufacturing and Alternative and Renewable Technologies (TEC-SMART)  
Organization Type: Other  
Small business: No  
Socially and economically disadvantaged small business concern: No

Project Role: Third party in-kind contributor  
Name: Hummel, Robert  
Email: robhum@roadrunner.com  
Address 1: 605 Palmer Ave  
Address 2:  
Address 3:  
City: Corinth  
State: New York  
Zip Code: 12822  
Organization: Workforce Investment Board Saratoga, Warren, and Washington Counties  
Organization Type: Other  
Small business: No  
Socially and economically disadvantaged small business concern: No



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<p>Project Role: Third party in-kind contributor Name: Hamm, Mary Lou Email: mlhamm@co.genesee.ny.us Address 1: 587 East Main Street Address 2: Suite 100 Address 3: City: Batavia State: New York Zip Code: 14020 Organization: Genesee, Livingston, Orleans and Wyoming (GLOW) Workforce Investment Board Organization Type: Other Small business: No Socially and economically disadvantaged small business concern: No</p>
<p>Project Role: Third party in-kind contributor Name: Matonak, Andrew Email: cce@hvcc.edu Address 1: 80 Vandenburg Ave Address 2: Address 3: City: Troy State: New York Zip Code: 12180 Organization: Hudson Valley Community College Organization Type: Other Small business: No Socially and economically disadvantaged small business concern: No</p>
<p>Project Role: Third party in-kind contributor Name: Quinn, Jack Email: jquinn@ecc.edu Address 1: 121 Ellicott Street Address 2: Address 3: City: Buffalo State: New York Zip Code: 14203 Organization: State University of New York (SUNY) Erie Community College Organization Type: Other Small business: No Socially and economically disadvantaged small business concern: No</p>



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Project Role: Third party in-kind contributor  
 Name: Beckford, Donovan  
 Email: dpb2@westchestergov.com  
 Address 1: 120 Bloomingdale Road  
 Address 2:  
 Address 3:  
 City: White Plains  
 State: New York  
 Zip Code: 10601  
 Organization: Westchester - Putnam Workforce Investment Board  
 Organization Type: Other  
 Small business: No  
 Socially and economically disadvantaged small business concern: No

Project Role: Third party in-kind contributor  
 Name: Breen, Gail  
 Email: ggreen@fmsworkforcesolutions.org  
 Address 1: 2620 Riverfront Center  
 Address 2:  
 Address 3:  
 City: Amsterdam  
 State: New York  
 Zip Code: 12010  
 Organization: Fulton, Montgomery, and Schohaire Workforce Development Board  
 Organization Type: Other  
 Small business: No  
 Socially and economically disadvantaged small business concern: No

Project Role: Third party in-kind contributor  
 Name: Feinsod, Barry  
 Email: sc.dol@suffolkcountyny.gov  
 Address 1: 725 Veterans Memorial Highway  
 Address 2:  
 Address 3:  
 City: Hauppauge  
 State: New York  
 Zip Code: 11788  
 Organization: Suffolk County Workforce Investment Board  
 Organization Type: Other  
 Small business: No  
 Socially and economically disadvantaged small business concern: No



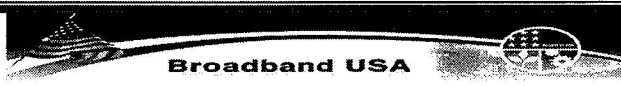
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Project Role: Third party in-kind contributor  
Name: Savino, Alice  
Email: asavino@working-solutions.org  
Address 1: 209 Elizabeth Street  
Address 2: 2nd Floor  
Address 3:  
City: Utica  
State: New York  
Zip Code: 13501  
Organization: Herkimer, Madison and Oneida Counties Workforce Investment Board Working Solutions  
Organization Type: Other  
Small business: No  
Socially and economically disadvantaged small business concern: No

Project Role: Third party in-kind contributor  
Name: Mayforth, Cheryl  
Email: c.mayforth@co.jefferson.ny.us  
Address 1: 1000 Coffeen Street  
Address 2:  
Address 3:  
City: Watertown  
State: New York  
Zip Code: 13601  
Organization: Jefferson-Lewis County Workforce Investment Area  
Organization Type: Other  
Small business: No  
Socially and economically disadvantaged small business concern: No

Project Role: Third party in-kind contributor  
Name: Weinberg, Phillip  
Email: wib@sbs.nyc.gov  
Address 1: 110 William Street  
Address 2: 8th Floor  
Address 3:  
City: New York  
State: New York  
Zip Code: 10038  
Organization: New York City Workforce Investment Board  
Organization Type: Other  
Small business: No  
Socially and economically disadvantaged small business concern: No



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<p>Project Role: Third party in-kind contributor  Name: Price, Kevin  Email: wibexec@cdoworkforce.org  Address 1: 12 Dietz Street  Address 2:  Address 3:  City: Oneonta  State: New York  Zip Code: 13820  Organization: Chenango Delaware Otsego Workforce Investment Board  Organization Type: Other  Small business: No  Socially and economically disadvantaged small business concern: No</p>
<p>Project Role: Third party in-kind contributor  Name: Doolittle, Timothy  Email: doolittle@becwib.org  Address 1: 726 Exchange Street  Address 2: Suite 630  Address 3:  City: Buffalo  State: New York  Zip Code: 14210  Organization: Buffalo and Erie County Workforce Development Consortium  Organization Type: Other  Small business: No  Socially and economically disadvantaged small business concern: No</p>

**21. Description of the involvement of the partners listed above in the project.**

The One Stop Career Center Broadband Education Access and Mentoring Project (BEAM) is a community based solution partnering the New York State Department of Labor (NYSDOL), New York State Energy Research and Development Authority (NYSERDA), the Training and Education Center for Semiconductor Manufacturing and Alternative and Renewable Technologies (TEC-SMART), 20 One Stop Centers, 4 NY State Community Colleges.

NYSDOL–We have conducted extensive research into labor market and workforce intelligence throughout NY. This information provides data on labor supply, unemployment, workforce



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training, and job projections. This helps define our strategic plan and drives the formation of our goals and objectives including:

- Improve the fluidity with which workers can navigate the labor economy and the competitiveness of New York State in the global economy;
- Enable clients to execute tasks themselves while being mindful of the special needs of the communities;
- Audio and video materials are made available in more than one of the major languages;
- Support such special interest communities as individuals with disabilities, cultural groups, age groups, and similar categories of individuals with special needs; and
- Support workers and prospective workers from children and young adults through post-retirement job holders.

NYSDOL is the fiscal agent of the grant providing all fiscal oversight, grant monitoring, and reporting. Staff will provide career planning and counseling, outreach and marketing services for recruitment, customer feedback, community meetings, and train One Stop Center staff. We will also coordinate services including programs for community members, training, coordinating of IVP system, and IT support. We have designed the network and will coordinate ordering, installation, and implementation. We will continue to monitor labor and industry data to improve the project and drive potential modifications. All of the above functions will be funded by existing NYSDOL federal funding streams for employment and training activities.

NYSDOL is contributing \$160,031 in matching non-federal cash funds from our State Re-employment Services program, which provides targeted services to Unemployment Insurance (UI) claimants statewide to facilitate their re-employment. We will receive IVP equipment at our Central Office for an education center to provide counseling and training to UI claimants and other customers. In addition, similar equipment will be installed in 13 One Stop Centers throughout the state, with a NYSDOL presence. Primary benefit is the ability to better serve our customers.

NYSERDA–NYSERDA is a public benefit corporation created in 1975. On October 9, 2009, Governor David Paterson signed into law the Green Jobs Green New York (GJ/GNY) Act of 2009. This directs NYSERDA to enter into contracts to provide employment and training services to support the GJ/GNY. The GJ/GNY Program is designed to create job opportunities, including opportunities for new entrants into the state’s workforce, focusing on long-term unemployed and displaced workers.



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For planning and implementation, NYSERDA created the Workforce Working group, with representation from state and local government, labor unions, private industry, postsecondary education, and community anchor organizations. The group identified the workforce training needs necessary to implement the program. Among the needs identified was the need for equipment and training infrastructure, including delivery of training and other programs via IVP. NYSERDA will be providing \$70,000 in non-federal cash match funds. They will receive IVP equipment for an education center in their Central Office. The main benefit to NYSERDA is the ability to reach a greater number of the unemployed and underemployed with job training, counseling, and placement assistance.

TEC-SMART-TEC-SMART is collaboration between Hudson Valley Community College and NYSERDA. TEC-SMART features more than a dozen state-of-the-art classrooms and laboratories that are used to prepare skilled technicians and meet the growing demands of industries involved in the development and manufacture of semiconductors, photovoltaic, wind turbines, geothermal products, alternative fuels, and energy-efficient buildings. At the Luther Forest Technology Campus, designed for nanotechnology manufacturing and research and development, TEC-SMART will provide training and education via IVP for these emerging technologies. Also, TEC-SMART will connect BEAM with employers in high-growth and high-demand occupations.

The primary benefit will be the expansion of its training programs throughout the state and receiving BEAM equipment.

One Stop Centers—20 of the state’s 90 One Stop Centers from the ten state regions will participate in BEAM. These centers are: Harlem and Metro-tech/Brooklyn, Buffalo and Orchard Park, Utica, Albany and Warren County, Batavia and Lyons, Oneonta, Hauppauge, Auburn, and Watertown. Six of these centers serve rural areas and Watertown serves the area surrounding Fort Drum, which has a high concentration of veterans. The Centers will recruit clients for programs, facilitate client training and counseling programs, provide training to be shared with other One Stops, track client outcomes and usage data, and engage local community anchor organizations in client recruitment and evaluation feedback. The Centers will work extensively with local community anchors and other community partners to assess needs, provide services, and solicit feedback on program improvements.

The 13 One Stop Centers will be provided a total \$537,212 in equipment, which all will receive training of staff and programming for clients.



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Community Colleges–Community colleges will provide training and workforce development programs to One Stops. They will not receive equipment from the project, but will derive benefit by expanding their reach to more residents.

### **D. Congressional Districts**

#### **22. Applicant Headquarters**

- New York

#### **23. Project Service States**

New York

#### **24. Project Service Areas**

New York - 2

New York - 10

New York - 15

New York - 20

New York - 21

New York - 23

New York - 24

New York - 25

New York - 26

New York - 27

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25. Will any portion of your proposed project serve federally recognized tribal entities?

> No

26. Indicate each federally recognized tribal entity your proposed project will serve.

27. Have you consulted with each of the federally recognized tribal entities identified above?

> No

## E. Demographics

### Demographics

28. Will your proposed project be specifically directed to serve vulnerable population groups?

> Yes

If "Yes" which vulnerable population groups will your proposed project serve? Check as many as apply:

Hispanic

Black/African-American

Asian

Native American or Native Alaskan

Native Hawaiian or Pacific Islander

English as Second Language (ESL)

Disabled

Low Income

Unemployed



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Senior Citizen (55 and over)

Youth

**Other:**

**29. Vulnerable Populations**

BEAM provides services to One Stop Center customers throughout the state. By their very nature, One Stops are designed to be universally accessible. One Stop Centers serve diverse groups of persons but the common denominator of their customers is that they are unemployed, underemployed, or dislocated workers. Beyond this, our One Stops service a disproportionate percentage of persons (as compared to the general population) in the following vulnerable population groups: English as a Second Language, Senior Citizens, Youth, Veterans and Wounded Warriors, Disabled, Hispanic, Black/African American, Asian, and Native American. Details on these groups and our action plans are below.

Data was garnered through a review of NYSDOL statistics and the U.S. Census Bureau.. While NYSDOL serves all of New York State, BEAM will have the greatest impact in the direct areas of the 20 One Stop Centers included in the grant. Data discussed here is specific to those counties.

Unemployed, underemployed, and dislocated workers: One Stop Centers’ customers are comprised of this population. As of January 2010, there are 796,124 unemployed persons in BEAM’s service areas. 3,659 of these workers were affected by mass layoffs. One Stop Centers actively engage this population through their general outreach efforts and by acting as the state’s portal for unemployment benefits and services.

English as a Second Language (ESL): Within BEAM’s service area 531,528 persons classify themselves as speaking English less than “very well.” We will actively engage this population by working with local community anchor groups serving them and providing materials in multiple languages as well as access to translators, ESL classes, and culturally sensitive environments.



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**Senior Citizens:** 1,226,123 senior citizens live within the project service areas. We actively engage these citizens by working with AARP and other local senior service agencies. BEAM will provide programs for seniors only, which will include technology training for improved use of web based applications such as job search engines, online applications, and education.

**Youth:** We work with the statewide K-12 education system to provide work readiness and job awareness training. Youth are served through classes and programs specific to them.

**Veterans and Wounded Warriors:** We maintain close relationships with multiple veterans' organizations and include Fort Drum in our service area. 788,486 veterans are in the service area.

**Disabled:** 1,026,809 persons in the service area are self-identified as disabled. Our community network includes agencies working specifically with disabled persons. We provide handicapped accessible workstations and meeting rooms and create materials that are compliant with New York State standards governing accessibility.

**30. Accessibility**

BEAM's partners are New York State agencies, community colleges, and One Stop Centers. As such we comply with all Federal and State Accessibility standards. This includes, but is not limited to, the following categories.

**Buildings -** All buildings provide accessibility to persons with disabilities in accordance with regulations concerning public buildings. This includes the ADA and ABA Accessibility Guidelines for Buildings and Facilities and includes building aspects such as ramps, elevators, and corridor and door widths. One Stop Center Resource Rooms, which house their public computing centers, include furnishings and computer systems that are specifically handicapped accessible.

**Internet and Web Based Services**

The New York State Information Technology Policy states " It is the policy of the state that all web-based intranet and Internet information and applications (hereinafter referred to as "content") made available by state agencies to the general public, state employees, and any other persons, are accessible to persons with disabilities. This policy applies to the design, creation and maintenance of the content." These standards are Section 508 compliant and define the use of text and graphics, color schemes, document structure, navigation and links, flicker/blink rates,



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timed responses, tables, frames, image mapping, audio and multimedia use, webcasting (and use of captions), scripting, and downloads. Accessibility examples include using both audio and visual cues on websites, adding captions or transcripts to webcasts, and including a text equivalent for non-text elements such as images and animations. New York has created a Best Practice manual that we will follow in the development of any and all materials.

**General Programming**

Use of an Interactive Video Presence (IVP) system will add a layer of accessibility by allowing us to offer programs in multiple languages including American Sign Language. Also, the IVP system provides instruction in a manner that is more compatible with some learning disabilities than static, self-directed lessons. Travel limited community members will be able to use the IVP system at their local One Stop Center to participate in public commenting, strategic planning, and program evaluation without having to travel the Central Office of NYSDOL in Albany.

Each Resource Room includes at least one handicapped accessible workstation. While the specifics at each site differ, in general these workstations use one or more of the following tactics:

- Screen reading software or screen magnification for the visually impaired
- Alternate input devices including special keyboards and mice
- Use of sticky keys for people who have only one usable hand or who have no use of their hands and type using a stick in their mouth.
- Voice recognition software
- Comprehension software, allowing a learning disabled computer user to see and hear text as it is manipulated on the computer screen

**31. Other Languages**

One Stop Centers are required to provide ESL training as indicated in their Workforce Investment Act Local Plan. As designated by these plans, centers arrange for service provision through local area providers that may include community agencies, Boards of Cooperative Educational Services (BOCES), and community colleges. Generally, these services provide direct English instruction. They also work with local agencies which have links to the immigrant community so as to provide information and resources on job development, training, and other services. While this is, of course, a valuable part of workforce readiness, we have identified a need in our growing ESL population to provide a more comprehensive service.

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With that aim in mind, NYSDOL has Labor Services Representatives that are fluent in Spanish, Korean, and Chinese. These representatives will be accessible by any one of the One Stop Centers via the Interactive Video Presence system (IVP). Representatives take, review and decide claims for unemployment insurance benefits and/or select and refer customers to appropriate job openings. They identify customers in need of employment counseling or other services provided by NYSDOL and/or other departments and agencies. Representatives interpret and convey information regarding legal decisions and interpretations of Unemployment Insurance Law, employment and training legislation, and related policies and programs.

In addition, as part of our overall mission to provide services to all New Yorkers, NYSDOL has funded seven new Employment Counselor for Immigrant & Limited English Proficiency Workers positions. The Employment Counselors' overarching objective is to increase employment and self-sufficiency for immigrant and LEP workers by linking them to employers and by facilitating access to employment-related support and services that will ease their transition to employment.

On a more specific level, their work will involve training One Stop staff on cultural competence and assessment tools for immigrant and LEP workers; serving as a resource within the One Stop and wider local/state/federal workforce development systems for issues regarding accessibility and responsiveness to immigrant and LEP workers; and conducting outreach to organizations and other government agencies that also provide services to immigrants and LEP individuals. Employment Counselors will be accessible via the IVP system, thereby, enabling all centers to have access to this vital service.

**Outreach**

**32. Public Computing Centers Outreach**

A vital part of each partner's success is the ability to create awareness of programs and directly educate both our customers as well as referring agencies on the many opportunities we can offer. We maintain an extensive network of media contacts, referring community agencies, veterans' services organizations, and other community anchor organization. Outreach materials are compliant with New York State accessibility standards, which include providing information in multiple formats and languages. Our years of experience in working with the targeted audiences,



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our green initiative to reduce paper usage and state guidelines have helped us to develop this outreach plan.

Efforts will be consistent and sustained with a kickoff featuring action in each of the listed areas followed by at least monthly outreach through electronic means and networking with community organizations.

1. Press releases through all partners sent electronically to web, television, radio, and print media as well as to community partner agencies through our network. Press releases will also be maintained on the NYDOL website's Press Room as well as applicable pages on partner websites.

Target Audience:

Numbers Reached:

2. Networking through One Stop Centers, community colleges, local community anchor organizations, the SBA, local Chambers of Commerce, local Development Corporations, Fort Drum, regional healthcare organization, veteran's organizations, labor unions, immigrant organizations, disabled groups and the K-12 system. This includes presenting at workshops, conferences and meetings as well as providing material to be disseminated both electronically and in print.

Target Audience: Vulnerable populations

Numbers Reached:

3. Social Networking – Facebook, Twitter and You Tube. Announcements, classes, workshops, and general information will be disseminated.

Target Audience: Social networking efforts will be aimed directly at customers and is expected to primarily reach an the under 30 age group

Numbers Reached:

4. Email blasts to agencies (see #2) and customers. Agency blasts will be formatted so that the recipient may post the information to their own website's resource area or electronic newsletter.

Target Audience: Vulnerable populations

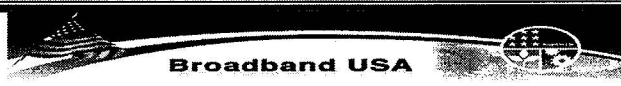
Numbers Reached:

5. Postings at public access points like libraries, community centers, and social service agencies.

Target Audience:

Numbers Reached:

6. Updates on GreenCAREERSNY.com website –the New York State information portal on Green careers, education and training programs.



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Target Audience:  
Numbers Reached:

33. How many total users do you expect to generate through the use of BTOP funds at your public computer center(s)?
- > 1320

**Training and Education**

**34. Peripherals and equipment**

BEAM’s budget provides for Interactive Video Presence (IVP) equipment to be installed in 16 locations. The three locations that will do most of the training will receive systems more conducive for presenting and leading trainings and discussions.

HD video conferencing systems provide an excellent user experience with true-to-life quality for rich interaction and collaboration. These systems are ideal for meeting rooms of all sizes and fully interoperable with standards-based video, phone, or PC video.

The 13 One Stop Centers will receive a TANDBERG Profile 52" with C60 Codec. These units feature a high-definition camera and display and are the right size for public computing centers. These units will allow customers at the Centers to interact with teachers, presenters, or counselors at remote sites in a natural and interactive way. It should also be noted that seven other Centers have IVP equipment in place that is interoperable with the above items.

NYSDOL, NYSERDA, and TEC-SMART will receive a TANDBERG Scholar MXP System with dual 50" plasma displays, 720P HD cameras, and a 10.4" touchpanel, with an Educator MXP Integrator precision HD camera. Flexible and modular, the Scholar’s 10.4” touchpanel gives instructors control of digital sources and the ability to connect to sites anywhere. This unit is designed for rooms where the teacher will have students at their site as well as across multiple sites. The design creates natural interactions between presenters and students.

**35. Workstation software**

BEAM does not add any workstations to our current public computer centers. Existing workstations vary by location but in general include:

- Office productivity such as the Microsoft Office Suite



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- Virus protections
- Internet Browser
- Adobe Reader
- Accessibility software which may include voice recognition, screen reading, screen magnification and comprehension software
- Programming and web development tools for job training
- Job readiness and academic achievement assessment tools
- Resume and cover letter writing applications
- Career exploration and inventory assessments
- Internet filtering and other security measures in compliance with New York State standards

**36. Training and education programs**

Job training and workforce readiness have been identified as priorities through our extensive needs assessment. In particular training helps us meet the following project goals:

- Enhance existing public computer centers within 20 One Stop Centers' Resource Rooms to create a career pathway network linking the unemployed and underemployed with training, counseling, support services, and employers not locally accessible within their local One Stop Center.

- Increase workforce readiness for the 21st century economy by providing training and certifications in green jobs and industries.

BEAM uses existing training programs, focusing on training from Green Jobs Green NY (GJ/GNY), a program administered by NYSERDA, and programs available through community colleges. NYSERDA and the community colleges have many years experience in developing and providing job training and workforce readiness programs and they maintain close ties to industry and labor groups to best determine needs in this area.

Community college curriculums use certified educators and follow state standards and best practice guidelines to deliver effective programs. They are uniquely qualified to provide vocational training to the vulnerable populations BEAM serves. Community college training may include: business skills, software applications, skilled trades, hospitality management, business and administration, engineering, graphic design, finance, and real estate. Where appropriate classes could prepare students for credentialing.





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The GJ/GNY program both creates job opportunities and sources the workforce development needed to create a highly skilled workforce for these opportunities. NYSERDA works closely with NYSDOL, TEC-SMART, community colleges, community-based organizations, workforce development organizations, and labor organizations to provide the necessary workforce training to support the program, including, but not limited to, entry-level, occupational, continuing education and advanced training, and apprenticeships.

Workforce development activities are a critical component of GJ/GNY. Workforce training assists people through the process of recruitment and training to certification. Subsequent steps include placement into a position within a business while ensuring that work completed by this newly trained individual is conducted in a manner that provides embedded quality assurance and sustainable market development to gain the most efficiency from the installation of efficiency measures.

NYSERDA currently offers a number of technical and professional development training programs. Offerings are organized into four categories: 1) Labor Unions/Trade Training, 2) Professional Certification Training, 3) Accredited College/University Curriculum and Continuing Education, and 4) Career Development and Professional Training.

Through its partnership with Hudson Valley Community College (HVCC) at TEC-SMART, NYSERDA has been working with industry and education experts to develop best practice curriculum and materials. A main goal of TEC-SMART is to design and deliver expert customized classroom and distance learning training on the theory, design, and installation of alternative energy technologies as they are developed and become viable, such as solar, solar thermal, micro hydro, wind, biomass, geothermal, and alternative fuels such as hydrogen, biodiesel, cellulosic ethanol, microturbines and fuel cells. They have been offering training in this area since 2006 and where appropriate training programs lead students to professional credentialing.

NYSERDA supports professional credentialing programs that provide a uniform set of national standards for training and certifying workers, including: Building Performance Institute (BPI); North American Board of Certified Energy Practitioners (NABCEP); American Society of Heating Refrigeration and Air-conditioning Engineers (ASHRAE); U.S. Green Building Council's Leadership in Energy and Environmental Design (LEED); and the Workforce

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Development Institute's Green Learning Center Project for the building trades. Third-party certification through such organizations and other entities helps to leverage existing training curriculum, more quickly deploy training within the state, and reinforce quality training standards. NYSERDA's approach to building a strong infrastructure of trained professionals is to work with industry-based, non-profit credentialing organizations and target trade groups to assess competency, develop and deploy custom training solutions, and provide certificates of excellence to participants that achieve performance standards.

In addition BEAM will provide workforce readiness training and workshops. Trained One Stop Center staff facilitate these trainings.

- Computer classes including:
  - o Windows Vista and Windows 7
  - o Microsoft Word, Excel, Access, Power Point, and Publisher
  - o Creating and Using E-mail
- Adult Literacy and GED
- How to Work With Difficult People
- Modern Interview Techniques
- Career Exploration and Skills Discovery
- Networking Groups and Business Services Job Clubs
- Exploring the Hidden Job Market
- How to Complete Online Applications
- How to Make Your Age an Asset
- How to Work with a Difficult Colleague
- How to Work with a Difficult Supervisor
- Job Hunting 101
- Job Search Assistance Lab
- Job Awareness and Training for Demand Occupations
- The Internet & Your Job Search
- Orientation to One Stop Services
- Résumés Writing and Cover Letters
- Accessing Education
- English as a Second Language
- Job Retention





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**37. If you are providing educational or training programs, how many people in total will these programs reach on an annual basis?**

➤ 68640

**38. How many hours of training will be provided to each participant?**

➤ 1

**39. How many Full Time Employee (FTE) instructors or facilitators will you employ for these courses?**

➤ 15

## F. Project Budget

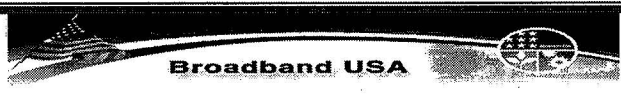
40. Project Budget	
<b>Federal Grant Request</b>	\$536,737
<b>Total Match Amount</b>	\$230,030
<b>Total Budget</b>	\$766,767
<b>Match Percent</b>	30.0%

**41. Projects Outside Recommended Funding Range:**

➤ This project is within the recommended funding range.

**42. Sustainability:**

BEAM is a collaboration of the New York State Department of Labor (NYSDOL), New York State Energy Research and Development Authority (NYSERDA), 20 One Stop Centers and two community colleges. As state agencies we have many years of experience in designing, implementing, and successfully completing large grant projects. NYSDOL alone oversees implementation of the Workforce Investment Area (the parent agency of the One Stops) and the spending of \$2.1 billion dollars in funding since 2000. Over the last decade we have also administered hundreds of millions of dollars in funds awarded in the form of federal and state grants to a variety of public and private sector entities.



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Partners represent decades of experience in defining and delivering successful job training and workforce development programs. The New York State Office for Technology (OFT) acts as a service provider for the project. Their experience in broadband technology, the delivery of Interactive Video Presence (IVP) services, and overall technical expertise will be invaluable. OFT is working on initiatives to provide universal broadband across New York, extending the future reach of our project.

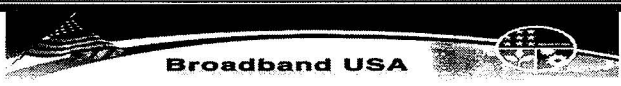
The key to sustainability is the use of existing technological and programmatic infrastructure. Using current One Stop Centers and existing job training and workplace readiness programs will effectively leverage BTOP funds into a long term, sustainable, and expandable project. The primary need funded under BTOP is capital equipment. We have chosen equipment with a long-life, that is scalable and interoperable, and that is within our technical expertise to support. Ongoing or recurring costs coverage:

Broadband Connection BEAM is based upon a broadband backbone connecting sites at remote locations to share training, services, and personnel. As state agencies we are all linked through the NYeNet, a data connection and common network connecting state and local government entities. NYeNet is extremely cost effective, reliable and allows for future expansion. NYeNet connections are part of project partners' annual operating budgets. No additional connectivity costs are being requested for NYSDOL or the One Stop Centers, but \$24,000 is budgeted for the education centers at NYSERDA and TEC-SMART.

Staffing IVP will allow us to share staff across sites, eliminating the need to add additional staff to accomplish project goals. Most of the staff being utilized are current staff members and some, like the multilingual Employment Counselors, are being added as special initiatives tied to overall state goals on workforce development. No additional staffing costs are being requested under BTOP.

Facilities All of the One Stop Centers are already public computer centers and as such support the overall facilities and central technology infrastructure through operating budgets. As the project aligns with their overall goals community support will be ongoing. No construction costs are being request

**43. Matching Funds**



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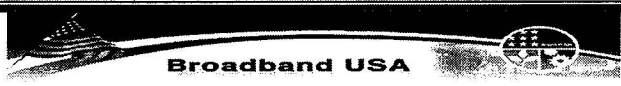
<b>Applicant is providing matching funds of at least 20% towards the total eligible project costs?</b>	Yes
<b>Describe the matching contributions</b>	<p>NYSDOL grant meets the 30% non-federal cash match requirement through the following:</p> <p>The NYSDOL will contribute \$160,030, or 21% of the total budget, in cash from Special Revenue State UI Re-employment Services funds. This funding will be used to help purchase the 742,767 in equipment under this project. Regarding key financing terms and conditions, this funding is subject to annual appropriations under the New York State Budget process.</p> <p>Unemployment Insurance Reform Legislation signed into New York State law in August of 1998 established a dedicated UI Reemployment Fund which is funded from a portion of UI Tax paid by employers. This dedicated UI Reemployment Fund was supported by business with the intent of reducing the cost of doing business in New York by: (1) reducing the average length of time that claimants receive UI benefits by assisting them in securing work earlier and (2) protecting the UI Trust Fund by insuring that all benefit customers meet the work search requirements under NYS UI Law. This dedicated fund supports staff and operating costs of the Division of Employment and Workforce Solutions (DEWS) as related to the targeted delivery of the Reemployment Services Program to UI claimants statewide.</p> <p>\$70,000, or 95% of the total budget, in cash from NYSERDA. (NYSERDA will have to complete, but I presume this funding is also subject to annual appropriations under the New York State Budget process).</p>
<b>Unjust enrichment</b>	The NYSDOL did submit a request for Recovery Act funding for the equipment in this project under the State Energy Sector Partnership (SESP) program, but our request was not selected for an award. As the NYSDOL is primarily federally funded, existing federal programs



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	<p>will be leveraged to help meet the staff and training services needs under this project. If our project is once again not selected for an award under BTOP, a decision will be made if the equipment can be budgeted in a subsequent plan depending on the future resources available and Department priorities. Our budgets are prepared annually and in proportion to the benefit received by each program.</p>
<p><b>Disclosure of federal and/or state funding sources</b></p>	<p>For this application, about \$1,216 million in state and federal sources relate. These resources are accounted across two categories: 1) Jobs (Labor Demand) – Investments to create and retain jobs; and 2) Workforce Development (Labor Supply) – investments to provide workers with the requisite knowledge, skills and abilities to achieve productivity for those jobs.</p> <p><b>Jobs Investments:</b></p> <ul style="list-style-type: none"> <li>•\$98 million– RPS collections in 2009 (PSC RPS Order, 9/24/09);</li> <li>•\$172 million– EEPS collections in 2009 (PSC EEPS Order, 6/23/08);</li> <li>•\$70 million– GJ-GNY;</li> <li>•\$500 million– WAP;</li> <li>•\$123 million– SEP (under ARRA funding); and</li> <li>•\$175 million– EECBG.</li> </ul> <p><b>Workforce Development Investments:</b></p> <ul style="list-style-type: none"> <li>•\$44.5 million in unskilled unemployed worker training (Pathways) by OTDA and NYSDOL through the following RFPs – Emerging and Transitional Worker Training (\$15 million), Disconnected Youth (\$5 million), Career Pathways (\$17.5 million) and Green Jobs Training (\$7 million);</li> <li>•\$7.7 million in regional sectors initiatives through NYSDOL’s Regional Economic Transformation Strategies;</li> <li>•\$6.6 million in workforce development funding by the PSC under the EEPS;</li> <li>•\$4 million in workforce training under GJ-GNY (funded through RGGI);</li> </ul>



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	<ul style="list-style-type: none"> <li>•\$4 million in capacity by NYSERDA and PSC for the network of 10 residential EE learning centers (i.e., Centers for Energy Efficiency and Building Sciences);</li> <li>•\$1.9 million by NYSERDA in Knowledge Transfer and Accreditations-Certifications; and</li> <li>•\$9 million in energy efficiency and building performance training by NYSERDA under the System Benefit Charge (SBC) programs.</li> </ul>
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**44. Budget Narrative**

<b>Budget narrative</b>	<p>The NYSDOL BTOP strategy includes Interactive Video Presence (IVP), for which \$536,737 is being requested. In addition to this funding, NYSDOL will provide non-federal matching funds of \$160,030 along with New York State Energy Research and Development Authority (NYSERDA) partner funding of \$70,000. The total funding of \$766,767 will be used to purchase and install 13 IVTP end-points and 3 IVP education centers. Two of the education centers are situated at the NYSDOL and NYSERDA headquarters, both located in Albany, while the third center is positioned at TECH-SMART ( Hudson Valley Community College (HVCC) / NYSERDA training and education center) located in Malta. This is expected to meet our connectivity requirements and improve system performance by creating a cost effective face-to-face personal presence as follows.</p> <ul style="list-style-type: none"> <li>• Instructors and Counselors will serve individuals in multiple One Stop Career Center via the IVP network, providing individuals with access to career planning, mentoring, and training which otherwise would not be available at their Center.</li> <li>• Regional Project Teams will conduct face-to-face meetings via the IVP, which will enhance member engagement by easing the inherent lost time and expense associated with travel distance.</li> <li>• Monitoring and evaluation will conduct face-to-face meetings via the IVP, which will allow effective communication with partners</li> </ul>
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	<p>and participants on a regular basis.</p> <ul style="list-style-type: none"> <li>All information provided over IVP can be recorded, stored and re-used.</li> </ul> <p>By installing this equipment in the 3 education centers, we will be able to provide training through TEC-SMART and NYSERDA focusing on clean-energy training and skills development consistent with sector strategies to promote green jobs and the state’s energy plan to 20 One Stop Centers; provide training and classes through community college partners, which may include: Computer classes, GED preparation, and Language classes; provide work readiness training; provide translation services and/or work readiness programs in languages other than English to assist non- or limited-English speakers; and connect job seekers with businesses for job interviews via IVP. In addition, businesses seeking to hire multiple persons or positions could use the IVP as a recruiting event; enabling businesses to provide a group of candidates with information, then interviews the candidates individually without having to host the event on the businesses site.</p> <p>As the contractor is included on the New York State Office of General Service approved vendor list, the total equipment included in the attached quote has been adjusted by an approximate discount of 23%.</p>
<p><b>Budget reasonableness</b></p>	<p>BEAM’s budget plan was preceded by exhaustive research and due diligence. We first considered the technology, staffing, and program resources that were already in place at partner sites. This information was then used to build out the program budget requirements in a cost effective and sustainable manner.</p> <p>In selecting technology for IVP delivery and a vendor we conducted interviews with professionals in the field, other end users and vendors. This included consulting with Gartner, Inc. – the world's leading information technology research and advisory company. The final equipment selection followed New York State Office of General Services processes and included quotes from four vendors. NYSDOL chose TANDBERG end points and infrastructure as they:</p>



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	<ul style="list-style-type: none"> <li>•Provide a completely standards based set of solutions;</li> <li>•Are highly recommended by Gartner;</li> <li>•Provide interoperability with other systems;</li> <li>•Are flexible and scalable, including the use of desktop based webcams for individuals; and</li> <li>•Are used by the NYS Office for Technology which provides the IVP infrastructure (scheduling, bridging, firewall transversal, gatekeeper, recording, archiving, and streaming.)</li> </ul>
<p><b>Demonstration of need</b></p>	<p>BEAM extends the reach of current resources through the use of Interactive Video Presence (IVP). Local and state budgets have been stretched extensively in order to create curriculum and training, provide staffing, maintain facilities and network infrastructure, and to operate the existing level of public computing centers at the One Stop Centers. Assistance from BTOP will provide us with capital equipment that will extend the reach of these funds.</p> <p>Complicating our financial state is our need to provide programming and support for ARRA funds. For example, New York’s share of ARRA funding is \$26.7 billion, and estimates are that this spending will create or retain 215,000 jobs. In addition, ARRA investments in New York for State Energy Programs and the Energy Efficiency Conservation Block Grants are projected to create/retain 2,500 jobs. The Weatherization Assistance Program is estimated to support 6,000 jobs and the recently enacted Green Jobs/Green NY Act of 2009 will create up to 15,000 openings. This demands a more skilled and proficient workforce and it is our responsibility to provide the type of training and programming needed for workers to transition into these occupations. Budget constraints however make it difficult for us to provide equitable access to vulnerable populations without the use of IVP.</p> <p>In March 2009, the NYSDOL received \$169.4 million of Workforce Investment Act (WIA) funding and \$28.9 million of Wagner-Peyser funding under the ARRA. The majority of the WIA funding is passed on by federal formula to local workforce investment areas (LWIAs).</p>



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	<p>At the state level, \$42 million of WIA funding and the Wagner-Peyser funds were retained and immediately budgeted for stimulus staff and required and allowable employment and training activities. To date, these funds remain fully obligated or committed with programs now in the implementation, operation and expenditure stages.</p> <p>IVP will reduce the overall costs for training. Sites will share trainers, rather than each site incurring the cost of their own trainer. We expect a significant reduction in travel costs as the system will be used for meetings, conferences, public commenting and feedback, and special customer needs like translators. These savings could then be utilized to increase direct services to the vulnerable populations served.</p>
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**45. Funds to States/Territories**

States	Amount of Federal Grant Request
New York	536,737

**Funds to States/Territories Total: \$536,737**

**G. Historical Financials**

<b>46. Matching Funds</b>			
	<b>2007</b>	<b>2008</b>	<b>2009</b>
<b>Revenue</b>	125,716,000,000	130,068,000,000	128,884,000,000
<b>Expenditures</b>	124,454,000,000	131,219,000,000	141,660,000,000
<b>Net Assets</b>	48,926,000,000	47,727,000,000	33,925,000,000
<b>Change in Net Assets from Prior Year</b>	-207,000,000	-1,530,000,000	-13,157,000,000
<b>Bond Rating (if applicable)</b>	AA (S&P), Aa3 (Moody's Investor Service), AA- (Fitch Investor Service)	AA (S&P), Aa3 (Moody's Investor Service), AA- (Fitch Investor Service)	AA (S&P), Aa3 (Moody's Investor Service), AA- (Fitch Investor Service)



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## H. Public Computer Center Summary

47. Jobs	
How many direct jobs-years will be created from this project?	0
How many indirect jobs will be created from this project?	5
How many jobs will be induced from this project?	3

### 48. Methodology used to estimate jobs:

We are using the Council of Economic Advisor's guide to job creation estimates. Accordingly, our budget request of \$766,767 equates to the creation of 8.33 per job-years ( $\$766,767/\$92,000$ ). In addition, we assume that 64 % or 5.33 of the jobs are indirect effects and 36% or 3 of the job years are induced effects.

Beyond these immediate effects we feel that job creation data from the One Stop Customers served at the NYSDOL Central Office education center and the 13 One Stop Centers, and the NYSERDA training participants should be considered. These jobs are being created under other New York State programs, but training provided under BEAM will help create skilled workforce need to take advantage of these jobs.

49. Proposed # of Public Computer Centers	
Schools (k-12)	0
Libraries	0
Medical and Healthcare Providers	0
Public Safety Entities	0
Community Colleges	2
Public Housing	0
Other Institutions of Higher Education	0



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<b>Other Community Support Organization</b>	12
<b>Other Government Facilities</b>	2

**Total Proposed Public Computer Centers**      16

**Current Total Persons in Service Area**      8560477

<b>50. Minority Serving Institutions</b>	
<b>Historically Black Colleges and Universities</b>	0
<b>Tribal Colleges and Universities</b>	0
<b>Alaska Native Serving Institutions</b>	0
<b>Hispanic Serving Institutions</b>	0
<b>Native Hawaiian Serving Institutions</b>	0
<b>TOTAL MINORITY SERVING INSTITUTIONS</b>	0

<b>51. Weekly Usage Summary</b>	
<b>Total Current # of Persons Served per 120-hour Business Week</b>	11895
<b>Total Proposed # of Persons Served per 120-hour Business Week</b>	13215
<b>Total Current # of Persons</b>	0

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<b>Served per 48-hour Weekend</b>	
<b>Total Proposed # of Persons Served per 48-hour Weekend</b>	0

<b>52. Broadband Workstation Summary</b>	
<b>Number of Current Workstations proposed to be upgraded</b>	0
<b>Total Current # of Broadband Workstations</b>	396
<b>Total Proposed # of Broadband Workstations</b>	412
<b>Average Current Facility Broadband Connection Speed</b>	11.40 Mbps
<b>Average Proposed Facility Broadband Connection Speed</b>	11.40 Mbps

## **I. Project Readiness**

### **53. Licenses and Regulatory Approvals**

None needed.

### **54. Organizational Readiness**

BEAM is a community based solution partnering the New York State Department of Labor (NYSDOL), New York State Energy Research and Development Authority (NYSERDA), the Training and Education Center for Semiconductor Manufacturing and Alternative and Renewable Technologies (TEC-SMART), 20 One Stop Centers, Erie County Community College (ECCC) and Cayuga Community College (CCC).

NYSDOL is the applicant and fiscal agent. Formed in 1901, we have witnessed the revolution of Labor Rights, the evolution of the global economy, and dawn of the Internet age. In our 109 year history, we have been responsible billions of dollars in Federal and State funding directed towards assisting the unemployed by providing temporary financial assistance, connecting job



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Submission to NTIA – Public Computer Centers**

<b>Submitted Date:</b> 3/15/2010 4:14:22 PM	<b>Easygrants ID:</b> 5466
<b>Funding Opportunity:</b> Public Computer Centers	<b>Applicant Organization:</b> LABOR, NEW YORK DEPARTMENT OF
<b>Task:</b> Submit Application - Public Computer Centers	<b>Applicant Name:</b> Roger Bailie

seekers with employers, and building a workforce that helps New York's businesses compete in today's global economy.

NYSDOL oversees the local Workforce Investment Area (WIA) implementation and the spending of billions of dollars in WIA funding. WIA itself is charged with monitoring the One Stop Center system. The 90 One Stop Centers in the state all contain existing public computing centers. BEAM will expand and enhance the current level of services available at the participating 20 One Stop Centers. At a minimum, One Stop services include:

- Adult, dislocated worker, and youth programs,
- The Employment Service,
- Adult education and adult literacy programs,
- Job Corps,
- Migrant and seasonal farmworker programs,
- Native American programs,
- Vocational rehabilitation,
- Welfare-to-Work programs,
- Senior community service employment programs,
- Vocational education,
- Trade Adjustment Assistance/NAFTA,
- Veterans programs,
- Community Service Block Grant employment and training programs,
- Housing and Urban Development (HUD) employment and training programs, and
- Unemployment Insurance.

The Central NYSDOL office as well as the New York State Office for Technology will support the implementation and operation of the IVP systems. These state agencies have extensive experience in supporting broadband, public computer centers, and IVP projects. OFT administers one of the largest technology enterprises in the world.

NYSERDA is a public benefit corporation created in 1975. Job training and curriculum used under BEAM have been developed by NYSERDA. Programs and services provide a vehicle for the state to work collaboratively with businesses, academia, industry, the federal government, the environmental community, public interest groups, and energy market participants.

Resumes of key personnel are included in the application. They include: a representative from each One Stop; the Board of NYSERDA; staff from NYSDOL Central Office with experience in programming, labor market needs, and technology; and representation from TEC-SMART. Key



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personnel have been chosen for their ability to drive the project forward and accomplish stated goals and objectives.

**55. Project Timeline and Challenges**

BEAM uses a considerable number of existing resources to provide services and activities. Because of this the only issues, barriers, or delays we foresee is if the IVP equipment was for some reason delayed in reaching the installation points. This risk has been accessed as being very unlikely as vendors are well vetted before contracts are awarded with reliability being one of the criteria. If the chosen vendor can not deliver the product in the specified time, their contract will be cancelled and given to another vendor.

**Quarter One**

- Announce funding to all partners and the general public as per the outreach plan
- Create and issue an RFP for the IVP
- Procure and install IVP equipment
- Train staff on IVP equipment use
- Coordinate scheduling of job training and workforce readiness programs
- Begin use of IVP to access multilingual Employment Counselors and other specialists

**Quarter Two**

- Assess Q1 including community input meetings
- Begin delivery of job training and workforce readiness programs over IVP
- Continue outreach
- Continue use of IVP to access multilingual Employment Counselors and other specialists

**Quarter Three**

- Assess Q2 including community input meetings
- Continue delivery of job training and workforce readiness programs
- Continue outreach
- Continue use of IVP to access multilingual Employment Counselors and other specialists

**Quarter Four**

- Assess Q3 including community input meetings
- Continue delivery of job training and workforce readiness programs
- Continue outreach

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Continue use of IVP to access multilingual Employment Counselors and other specialists

Final assessment follows after close of Q4.

**56. SPIN Number**

## J. Environmental Questionnaire

**57. Does this PCC application have construction or ground disturbing activities?**

No

If no, please answer the questions below. If yes, please do not answer the questions below and instead proceed to the next page to answer the expanded environmental questionnaire.

**58. Does the proposed action involve the procurement of materials? If so, will the materials be installed, stored or operated in an existing building or structure? If yes, please click "Add" to include the list of equipment and peripherals to be procured.**

Yes

All equipment that is procured will be stored in an existing building.

Equipment to be procured:

16 Tandberg Video Endpoints

**59. Does the proposed action involve procurement of electronic equipment? If yes, will the equipment be disposed of in an environmentally sound manner at the end of its useful life?**

Yes

**60. Does the proposed action involve construction, remodeling, or renovation? If so, will these activities be limited to only minor interior renovations to a structure, facility, or installation? If yes, click "Add" to include a description of the proposed renovations with your project summary.**

No





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**61. Does the proposed action involve the production and/or distribution of informational materials, brochures, or newsletter?**

Yes

**62. Does the proposed action involve training, teaching, or meeting facilitation at an existing facility or structure? If yes, click "Add" to explain.**

Yes

Through the installation of video endpoints at 3 education centers and 13 endpoints across New York, we will be able to use existing conference facilities to distribute training statewide. Doing this will help train those who may not otherwise be able to receive training due to their location.

**63. Does the proposed action involve ground or surface disturbance to accommodate new fiber optic cable? If yes, please click "Add" to include a description of the extent of service upgrade, a list of the permits required, and linear footage of underground fiber optic cabling required.**

No

**64. Does the proposed action involve an upgrade of broadband service to an existing facility or structure? If yes, please include a description of the extent of service upgrade, a list of the permits required, and linear footage of underground fiber optic cabling required?**

No

## **K. Environmental Questionnaire – Part 2**

**65. Project Description**

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66. Property Changes

67. Buildings

68. Wetlands

69. Critical Habitats

70. Floodplain

71. Protected Land

72. Coastal Area

73. Brownfield

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**Uploads**

The following pages contain the following uploads provided by the applicant:

<b>Upload Name</b>	<b>File Name</b>	<b>Uploaded By</b>	<b>Uploaded Date</b>
Management Team Resumes and Organization Chart	RESUME_Tim_Doolittle.pdf	Bailie, Roger	03/05/2010
Management Team Resumes and Organization Chart	RESUME_James_Finamore.pdf	Bailie, Roger	03/05/2010
Management Team Resumes and Organization Chart	RESUME_Mark_Galley.pdf	Bailie, Roger	03/05/2010
Management Team Resumes and Organization Chart	RESUME_Phyllis_Depronio.pdf	Bailie, Roger	03/05/2010
Management Team Resumes and Organization Chart	RESUME_Terry_Chatfield.pdf	Bailie, Roger	03/05/2010



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Management Team Resumes and Organization Chart	RESUME_Daniel_Gentile.pdf	Bailie, Roger	03/08/2010
Management Team Resumes and Organization Chart	RESUME_Robert_Hummel.pdf	Bailie, Roger	03/08/2010
Management Team Resumes and Organization Chart	ORG_CHART_DEWS.pdf	Bailie, Roger	03/08/2010
Management Team Resumes and Organization Chart	ORG_CHART_NYSDOL.pdf	Bailie, Roger	03/08/2010
Management Team Resumes and Organization Chart	RESUME_Janet_Cassidy.pdf	Bailie, Roger	03/09/2010
Management Team Resumes and Organization	RESUME_Cheryl_Mayforth.doc	Bailie, Roger	03/09/2010



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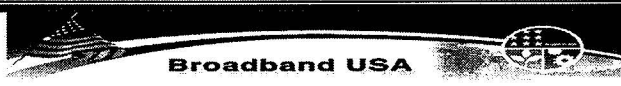
Chart			
Management Team Resumes and Organization Chart	RESUME_Cynthia_Picunas.docx	Bailie, Roger	03/09/2010
Management Team Resumes and Organization Chart	RESUME_Alice_Savino.pdf	Bailie, Roger	03/09/2010
Management Team Resumes and Organization Chart	RESUME_Russell_Oliver.doc	Bailie, Roger	03/09/2010
Management Team Resumes and Organization Chart	RESUME_Anthony_Joseph.docx	Bailie, Roger	03/10/2010
Management Team Resumes and Organization Chart	RESUME_Lenore_Sealy.doc	Bailie, Roger	03/10/2010
Management Team Resumes and	RESUME_Kevin_Price.pdf	Bailie, Roger	03/10/2010



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Organization Chart			
Management Team Resumes and Organization Chart	RESUME_Jocelyn_VanGelder.pdf	Bailie, Roger	03/10/2010
Management Team Resumes and Organization Chart	RESUME_Kathleen_Marnell.pdf	Bailie, Roger	03/10/2010
Management Team Resumes and Organization Chart	RESUME_Martha_Costello.pdf	Bailie, Roger	03/10/2010
Management Team Resumes and Organization Chart	RESUME_Mary_Lou_Hamm.pdf	Bailie, Roger	03/10/2010
Management Team Resumes and Organization Chart	RESUME_Scott_Gage.pdf	Bailie, Roger	03/10/2010
Management Team Resumes	ORG_CHART_NYSERDA.pdf	Bailie, Roger	03/10/2010



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and Organization Chart			
Management Team Resumes and Organization Chart	RESUME_Adele_Ferranti.PDF	Bailie, Roger	03/11/2010
Management Team Resumes and Organization Chart	RESUME_Ladessia_Johnson.doc	Bailie, Roger	03/12/2010
Management Team Resumes and Organization Chart	RESUME_Philip_Weinberg.pdf	Bailie, Roger	03/12/2010
Management Team Resumes and Organization Chart	RESUME_Henry_Silverman.docx	Bailie, Roger	03/12/2010
Management Team Resumes and Organization Chart	ORG_CHART_TECSMART.docx	Bailie, Roger	03/12/2010

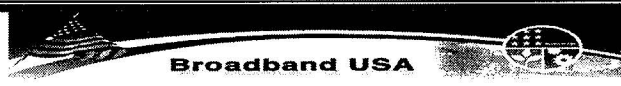




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Management Team Resumes and Organization Chart	RESUME_Jessica_Shahda.docx	Bailie, Roger	03/12/2010
Management Team Resumes and Organization Chart	RESUME_Joe_Sarubbi.docx	Bailie, Roger	03/12/2010
Management Team Resumes and Organization Chart	RESUME_Louisa_Heffernan.docx	Bailie, Roger	03/12/2010
Management Team Resumes and Organization Chart	RESUME_Richard_Lawrence.docx	Bailie, Roger	03/12/2010
Management Team Resumes and Organization Chart	RESUME_Janet_Joseph.doc	Bailie, Roger	03/15/2010
Government and Key Partnerships	LETTER_OF_SUPPORT_TEC-SMART.pdf	Bailie, Roger	03/12/2010



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Government and Key Partnerships	LETTER_OF_SUPPORT_HVCC.pdf	Bailie, Roger	03/12/2010
Government and Key Partnerships	LETTER_OF_SUPPORT_ECCC.pdf	Bailie, Roger	03/12/2010
Government and Key Partnerships	LETTER_OF_SUPPORT_WP.pdf	Bailie, Roger	03/12/2010
Government and Key Partnerships	LETTER_OF_SUPPORT_CAYUGA_COMM_COLL.pdf	Bailie, Roger	03/15/2010
Government and Key Partnerships	LETTER_OF_SUPPORT_TEC-SMART_Coordinator.docx	Bailie, Roger	03/15/2010
Government and Key Partnerships	LETTER_OF_SUPPORT_NYC.pdf	Bailie, Roger	03/12/2010
Government and Key Partnerships	LETTER_OF_SUPPORT_FMS.doc	Bailie, Roger	03/12/2010
Government and Key Partnerships	LETTER_OF_SUPPORT_GeneseeCCC.pdf	Bailie, Roger	03/12/2010



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Government and Key Partnerships	LETTER_OF_SUPPORT_Finger_Lakes.pdf	Bailie, Roger	03/11/2010
Government and Key Partnerships	LETTER_OF_SUPPORT_Capital_Region.pdf	Bailie, Roger	03/11/2010
Government and Key Partnerships	LETTER_OF_SUPPORT_Long_Island.pdf	Bailie, Roger	03/10/2010
Government and Key Partnerships	LETTER_OF_SUPPORT_Mohawk_Valley.pdf	Bailie, Roger	03/10/2010
Government and Key Partnerships	LETTER_OF_SUPPORT_North_Country.doc	Bailie, Roger	03/10/2010
Government and Key Partnerships	LETTER_OF_SUPPORT_NYSERDA.pdf	Bailie, Roger	03/10/2010
Government and Key Partnerships	LETTER_OF_SUPPORT_Southern_Tier.pdf	Bailie, Roger	03/10/2010
Government and Key Partnerships	LETTER_OF_SUPPORT_Western.pdf	Bailie, Roger	03/10/2010



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Historical Financial Statements	NYS Financial Statements 2008 - 2009.pdf	Bailie, Roger	03/12/2010
Public Center Detail	PCC Details Attachment.xlsx	Bailie, Roger	03/15/2010
Detailed Budget	PCC-SBA-Detailed Budget.xls	Bailie, Roger	03/15/2010
BTOP Certifications	BTOP-Authorized Signature.pdf	Bailie, Roger	03/15/2010
SF424 Budget (A or C)	SF-424A.pdf	Bailie, Roger	03/15/2010
SF424 B and D Assurances	SF-424B-Authorized Signature.pdf	Bailie, Roger	03/15/2010

# TIM DOOLITTLE

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## SUMMARY OF QUALIFICATIONS

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**Administrative Director** with over 15 years of diverse, progressive experience leading to the management of a important nonprofit organization. Special expertise in promoting workforce and economic development for international trade development, including tourism, inner-city business development.

### Core Competencies:

- Economic Development for 5 Counties
- Grants Management
- Policy/Procedures/By-Laws
- Board of Director Experience
- Bachelor of Arts (BA)
- Marketing
- Solution Selling
- Relationship Management
- Customer Service
- Collaboration
- Contract Compliance
- Performance Tracking
- Employee Development
- Technology Integration
- Quality Assurance

## SELECTED ACCOMPLISHMENTS

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- Oversaw all aspects of day-to-day operations of a 501 (C) (3) corporation, providing administrative leadership for 85+ employees and multiple service centers.
- Provided operational leadership to organization recognized by the US Department of Labor.
- Facilitated relations and communications with business dominated board of directors who determined overall strategic objectives.
- Extensive experience providing financial incentives to companies to assist them in locating or expanding their business in Western New York.
- Served as Ombudsman on behalf of constituents, local governments, various community and business associations within the region in dealing with issues with various state agencies.

## PROFESSIONAL EXPERIENCE

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### Administrative Director

**BUFFALO AND ERIE COUNTY WORKFORCE DEVELOPMENT CONSORTIUM (2008 – present)**  
Established by the City of Buffalo and County of Erie, the WDC administers Federal and State Workforce Investment Act funds, youth funds, Welfare-to-Work Grant funds and other funds approved by the Workforce Investment Board of Buffalo and Erie County. Detail of responsibilities:

- Recruited managerial, professional, technical and support staff members and developed cohesive cross functional work teams.
- Interface with State and Federal officials, employers, educational institutions, and economic development agencies to develop and maintain organizational strategies for workforce development.
- Responsible for administrative operations for the Workforce Investment Act (WIA) program in Erie County with total funding in excess of \$10 million per year.

## **PROFESSIONAL EXPERIENCE (CONTINUED)**

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### **Regional Director**

EMPIRE STATE DEVELOPMENT CORP. – Western New York Regional Office (2003 –2007).

Empire State Development Corporation is the economic development body for New York State. It is responsible for encouraging economic development in the five western counties of Erie, Niagara, Chautauqua, Cattaraugus and Allegany. Detail of responsibilities:

- Worked with local government agencies and not-for-profits agencies in developing programs and strategic plans to spur economic development in Western New York.
- Focused on 5 areas important for economic growth in the region: Center of Excellence, International/Canadian Trade Development, Logistics, Tourism, Inner-City Business Development and the Erie Canal Harbor Project. Provided financial incentives to companies to assist them in locating or expanding their business in Western New York.
- Managed a staff of 18 employees.

### **Upstate Regional Director**

NEW YORK STATE DEPARTMENT OF STATE- Governor's Office of Regional Affairs (1996 –2002).

The Department of State defends the public's safety, protects and develops a sustainable environment, strengthens local communities, and serves the business community. Detail of responsibilities:

- Supervised the Upstate Regional Affairs Offices of Rochester, Syracuse, Utica, Binghamton, Plattsburg, Olean and Watertown, as well as, the Office for Inter-County Affairs within the Regional Affairs Program.
- Identified opportunities to further enhance the benefits of regional and statewide programs, resources and strategies to achieve community and economic development.

### **Regional Representative**

NEW YORK STATE DEPARTMENT OF STATE - Governor's Office of Regional Affairs (1995 – 1996)

Functioned in the capacity of an ombudsman and liaison on behalf of the Governor's Office.

Detail of responsibilities:

- Responsible for monitoring the Western New York counties of Erie, Niagara, Wyoming, Orleans and Genesee - advising the administration on issues and concerns within the region.
- Acted as an ombudsman on behalf of constituents, local governments, various community and business associations within the region in dealing with issues with various state agencies.
- Convened quarterly meetings with the regional department heads of state agencies to assure regional programs were coordinated.

### **Deputy Town Clerk**

TOWN OF TONAWANDA TOWN CLERK OFFICE (1993 -1995)

While Town Clerks are generally credited with issuing licenses, that is only a small part of this complex job. Many duties are mandated by law, but many more go well beyond those mandates by serving as a major source of information to all.

Detail of responsibilities:

- Primary function was to develop a town-wide purchasing program.
- Oversaw and computerized the town's fixed asset records.
- Maintained and updated the town's vehicle fleet and building facilities records for insurance purposes; and oversaw the town's Records Management Program.

## **EDUCATION**

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INDIANA UNIVERSITY OF PENNSYLVANIA

**Bachelor of Arts Degree** – Criminology (May 1979)

**Bachelor of Arts Degree** – Political Science (May 1979)

## **COMMUNITY INVOLVEMENT**

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- United Way of New York State, Board of Directors
- Buffalo & Erie County United Way Campaign, Board of Directors
- Buffalo & Erie County United Way Campaign, Co-Chairman - Business Division
- State Employee Federated Appeal (SEFA) Steering Committee, Past Chairman
- Ken-Ton Friends of Youth Foundation, Inc., Founder, Board of Directors
- Literacy Volunteers of America, Buffalo & Erie County, Inc., Past Board of Directors
- Leadership Buffalo, Class of 2001
- 100 Club of Buffalo Inc., Past Board of Directors
- Buffalo Urban Development Corp., Board of Directors (2003-2007)
- InfoTech Niagara, Board of Directors (2005-2007)
- Insyte Consulting, Board of Directors (2003-2007)
- Buffalo Niagara Film Commission, Board of Directors