

# Minnesota Inventory of Publicly-Funded Workforce Development Programs



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In the release of the first inventory of this type, the Governor's Workforce Development Council (GWDC) commented "As the first inventory of employment and training programs in Minnesota, this document is a useful first step in an iterative process to understand and improve the state's workforce system." The GWDC has built on that first step by creating "Preeminence Minnesota" – the broad banner under which the GWDC continues to clarify the scope of our workforce development system and articulate the challenges we face in helping Minnesota employers and workers jointly succeed and prosper.

Beginning with *Getting To Preeminence* and continuing with the *Preeminence Minnesota 2003 Portfolio Report*, we have begun to look at the collection of programs identified in the 2000 *Inventory* as the individual investments that collectively make up Minnesota's workforce investment portfolio. At the request of the state Legislature, the GWDC has also produced the *WorkForce Center Strategic Plan* (completed in 2002 and updated for 2003) that serves as a guide for local leadership to best manage the physical infrastructure of our workforce system.

We commissioned this updated *Inventory of Publicly-Funded Workforce Development Programs* because we appreciate the need for current baseline information as we work to improve the quality, accessibility, and relevance of our workforce services. Because other written products offer economic context and high-level strategic direction<sup>1</sup>, this report is limited to an inventory of programs with improvements in the kinds of data collected and the presentation of the information. We expect to continue to improve this product over time, and to use it as a tool for moving closer to common language, measures, and indicators for all of our relevant workforce investments in Minnesota.

GWDC Vice-Chair Don Gerdesmeier chaired the ad hoc committee that brought this to the Council's attention. His leadership and the competence of Bryce Miller, Sandra Seemann, and Deb Serum have brought this valuable work forward. Also, we are grateful to Libby Starling for her talent and insights that continue to advance the Council's work and vision. I expect this information to be valuable to policymakers and other stakeholders as we continue to become the preeminent state in the nation meeting the shared needs of Minnesota businesses and workers through the services and programs outlined here.

Roger Hale  
Chair, Governor's Workforce Development Council

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<sup>1</sup> The GWDC has produced the *Preeminence Minnesota 2003 Portfolio Report*, *2003 WorkForce Center Strategic Plan*, and *Getting To Preeminence*. In addition, there are many excellent products available at [www.mnwfc.org](http://www.mnwfc.org) that offer valuable economic information.

## How to Use This Report

This *Inventory* is limited in the ways in which it can be responsibly and effectively used.

The report is best used for:

- ◇ Understanding the breadth and mix of workforce development services provided in Minnesota and seeing potential gaps in needed areas
- ◇ Learning about a specific program, or a set of programs, in some detail
- ◇ Broad awareness and appreciation for the ways in which individual programs measure outcomes for their program participants

The data are categorized by program type and presented in several tables. In its current form, it is relatively easy to see the “collection” of programs within a particular type. To get all program information for a single program, users will need to follow that program through each of the sections in the report.

The methodology and limitations of the report are described in detail in the introductory section beginning on page 2. At minimum, it is important to reiterate that:

- ◇ The program data here are not comparable to each other. Measures reported are defined by program and do not necessarily share common definitions that make comparisons possible. Other efforts are underway to create common program measures as well as meaningful system measures.
- ◇ Program managers reported the data here as part of a multi-purpose data collection effort led by the Minnesota Department of Economic Security. The data have not been verified independently and may, in some cases, not match exactly other funding or program outcome information reported elsewhere.

### *What's Next?*

Over time, the Governor's Workforce Development Council (GWDC) expects to update and improve this document. There are three specific goals for future development of the *Inventory*:

- ◇ In Spring 2003, we anticipate having the data in this report available on the Web in a format that will allow users to view and sort the data in several ways. Watch [www.gwdc.org](http://www.gwdc.org) for more information.
- ◇ The GWDC anticipates that, as common program measures and overarching system measures are defined, the *Inventory* will be revised over time to reflect these measures.
- ◇ Efforts are underway between the University of Minnesota and the Minnesota State Colleges and Universities (MnSCU) system to develop an inventory of workforce-related programs and services in publicly-funded higher education. In subsequent years, the GWDC would like to present an expanded version of the inventory to include both higher education and more traditional economic development components.



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## Acknowledgments

We would like to thank all of the state and federal agency representatives who provided information about their programs for this report. Responding to our requests for information was time-consuming and their responsiveness made this report possible.

# Executive Summary

## Purpose of Study

The purpose of this study is to further the work begun in 1999 in the *Minnesota Inventory of Employment and Training Programs*. Commissioned by the Governor's Workforce Development Council (GWDC), the *2002 Inventory of Publicly-Funded Workforce Development Programs* provides a current catalog of information on workforce development programs receiving state or federal funding and operating in Minnesota. This report will inform both policy-makers and service providers about the overall picture of workforce development as well as the specific details of individual programs. In contrast to the previous version, specific measures were not requested from programs. Instead they were asked to report the measures currently in use with the hopes that some commonality would emerge for future measurement efforts.

## Study Findings

Following is aggregate information about the programs included in this inventory:

- ◆ **Seventy-one programs** met the criteria for inclusion in this report.
- ◆ **Eleven state agencies** and **five federal agencies** administer programs in the state.
- ◆ **\$504 million total** federal, state, local and match funding.
- ◆ **\$478 million federal and state** funding.
- ◆ **\$307 million federal** funding.
- ◆ **\$171 million state** funding.
- ◆ **\$26 million local and match** funding
- ◆ **850,000 participants** served.<sup>2</sup>

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<sup>2</sup> Some individuals participated in more than one of the programs in the time period examined for this report. The extent of this double-counting is unknown.

# Introduction

## Background

Commissioned by the Governor's Workforce Development Council, the *2002 Minnesota Inventory of Publicly-Funded Workforce Development Programs* provides a current catalog of information on workforce development programs receiving state funding and operating in Minnesota. This report will inform both policy-makers and service providers about the overall picture of workforce development as well as the specific details of individual programs.

This document updates the original *Minnesota Inventory of Employment and Training Programs*.

The 1999 Minnesota Legislature charged the Minnesota Department of Economic Security (MDES) and the Governor's Workforce Development Council (GWDC) to collect specific program information and measures from federally- and state-funded employment and training programs and report the results to the Legislature in January 2000.

For the first *Inventory*, the Legislature defined specific performance measures. While common measures allowed some comparability across programs, the requested measures were often inapplicable to the programs asked to report their results – for example, a cost-per-placement for programs serving incumbent workers. To encourage more participation in this updated report, we asked programs to report those performance measures that they already report and use. We have already heard interest in a collective effort to move toward a foundation of common, cross-program measures for future updates. Although this is likely to require a lengthy process, we believe that the adoption of common measures would enhance future updates to this report.

In commissioning this update, the Governor's Workforce Development Council also specifically requested an additional new focus on programs for employers. See page 13 for an overview.

## Environmental Context

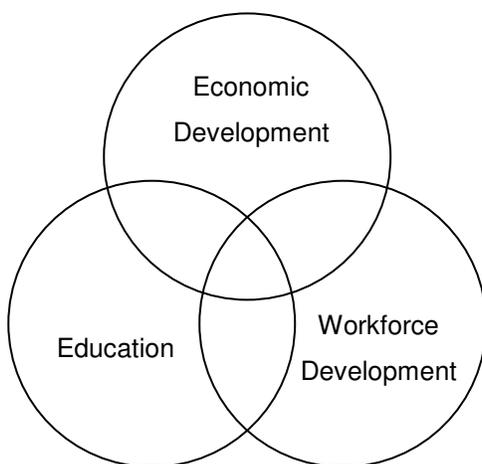
In the three years since the first report, the economic environment has changed significantly. Unemployment rates have jumped from under three percent to over four percent and initial claims for unemployment insurance from 194,000 claims in 1999 to 326,000 in 2002. As a result of the economic downturn, the dialogue on workforce development has moved from concern over a growing worker shortage toward efforts to retrain more dislocated workers and to extend unemployment benefits. Even so, some industries, such as health care, are still experiencing severe labor shortages. With the future economic recovery, we expect widespread labor shortages to return.

The economic downturn has also influenced the funding environment for public programs, both state and federal. Minnesota's projected state budget shortfall, federal priorities for homeland security and defense funding, and the uncertainty surrounding the 2003 federal reauthorization of both the Workforce Investment Act and Temporary Assistance for Needy Families all make the future funding environment for programs like these unclear.

## Study Methodology

### Criteria for Including Programs

This project set out to capture a panoramic picture of workforce development services in Minnesota – requiring a clear definition of workforce development. Workforce development frequently overlaps with both education and economic development, so programs rarely belong to one area exclusive of the others. (See **Figure 1**.)



**Figure 1: The larger world of workforce development**

We identified a working definition of workforce development services and identified three additional criteria to define which programs to include in this report.

#### **Definition of workforce development services**

workforce development services – Services that facilitate the process by which employers obtain, train, and retain a skilled workforce and/or by which people identify, prepare for, attain and maintain employment and self-sufficiency.

**Criteria for services' inclusion in this report:**

1. Must receive federal or state resources to operate (whether delivered by federal, state, or county government or community-based organizations). Programs entirely funded by local government, businesses, foundations or other private organizations are not included.
2. Must facilitate the process by which people identify, prepare for, attain and maintain employment and self-sufficiency and/or by which employers obtain, train and retain a skilled workforce.
3. Excludes agencies' services for training their own staff.

## **Categorizing Program Types**

In this report we use broad and narrow program types to categorize programs functionally; the previous report categorized programs by their intended customers. We expect that this functional grouping will provide a better lens for comparing programs. We have placed programs fitting into multiple categories into the category aligning with the program's primary purpose. This report displays programs side-by-side under the broad program type and grouped by narrow program type.

This report uses seven **broad** program types and twelve *narrow* program types:

### **Education Programs**

*Foundation / Basic skills* – Include basic education and socialization skills (e.g., reading and writing, problem-solving and social skills), which are typically acquired as youth in elementary and secondary education and in family settings; for some individuals, these skills come later in life

*Higher education* – Cover post-secondary education, for both young adults and older life-long learners and may or may not lead to degree or certification

### **Employer Programs**

*Recruiting / Hiring* – Assist employers to identify and compete for candidates in new and existing markets

*Retention* – Help employers decrease turnover and encourage longer-term employment, especially for workers with barriers

### **Employment Programs**

*Worksearch / Placement* – Focus on how to look for and obtain a job

*Retention* – Help people keep their jobs through various means of intervention and assistance

### **Job Training Programs**

*Pre-employment* – Open second-chance opportunities to obtain the foundation or basic skills necessary to enter and sustain employment

*Skill upgrade* – Augment individuals' skill-sets in order to advance and take advantage of company or industry career ladders

*Work experience* – Build individuals' work experience in workplace environments

**Other Support Programs** – Enable individuals to maintain their employment or support/enhance their quality of life

**Wage Replacement Programs** – Enable individuals who lose jobs through work-related injuries or “no fault of their own” (e.g., economic conditions) to obtain limited financial support while they attempt to return to work.

**Workforce Development Information** – Provide information for individuals and employers to make informed decisions

## **Collecting Program Information**

The majority of the programs in this year's inventory also appeared in the 2000 edition.

For the 2000 *Inventory*, MDES staff sent letters to each state agency, describing the study and asking them to report programs appropriate for inclusion in the study. Staff followed up by phone with agencies that did not respond to determine if they had employment and training programs. State staff from MDES, Minnesota Planning and other state and federal agencies identified other programs to be included.

For this year's update, we asked each program contact person to inform us of missing or new programs. Staff members of the Governor's Workforce Development Council identified additional programs for inclusion. A number of the programs initially identified ultimately did not meet the criteria for inclusion in this report.

## **Collection Method**

Program representatives reported the information on their programs that appear in this document. No outside entity has verified the accuracy of this self-reported information.

We used an on-line survey form to collect information for this report from program representatives. Survey questions reflected an effort to compile information which would assist the GWDC and state leadership in Minnesota's workforce development system to form a broad picture of Minnesota's workforce development system.

Optional survey questions allowed programs to report information required by the Minnesota Job Skills Partnership in their performance standards initiative.<sup>3</sup>

The areas of program information collected in the survey include the following:

- General Program Information
- Purpose
- Customers
- Service Delivery
- Statutory Authority
- Resources
- Measures
- Minnesota Job Skills Partnership Measures (optional)

Correspondence with program contacts was done by e-mail and telephone to discuss the study and help design the survey form. Throughout the survey's development process, conversations took place and referrals were made in order to determine appropriate contacts for each program.

Each program had its own numerical unique identifier, released to each program contact responsible for entering data. The unique identifiers allowed contacts to view their up-to-date program information and input any data or changes directly in the survey database. Follow-up communications with program contacts consisted of phone calls and/or e-mails in order to clarify information or obtain missing information. We provided program representatives the opportunity to review their program's summarized information as it appears in this report's matrices.

The most recent program data requested by the survey was from the program year ending in 2001. Because different programs have different program years, we defined the 2001 program year for this report as the period ending in calendar year 2001. To ensure solid, reliable program data and complete performance results, we did not request data from program year ending in 2002.

## **Limitations of the Study**

### **Self-Reported Information**

Program information in this report is self-reported by program representatives and not verified by an outside entity. We caution readers to use this information with care. Comparisons and decisions based on the limited information available here could be inappropriate. This information should be used as a starting point from which to ask more in depth questions about specific issues and individual programs.

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<sup>3</sup> The 2001 Minnesota State Legislature asked the Minnesota Job Skills Partnership Board to develop common measures for all state-funded employment and training programs. More information about this work is available at: [www.dted.state.mn.us/mjsp-perf-f.asp](http://www.dted.state.mn.us/mjsp-perf-f.asp)

## **Narrow Questions**

While all programs included in this survey promote workforce development in Minnesota, their “stories” can be very different from each other. Programs with similar target populations may have distinctly different performance criteria and achievement goals. We asked all programs the same questions so that they can be put side by side, and information for a group of services with commonalities can be viewed simultaneously. However, some program contacts felt their program’s information did not fit the questions well.

Indeed, the narrowness of the survey questions included in this inventory was a concern for several program representatives. While earnestly trying to provide the information required for this report, there were a few representatives that felt they were “trying to fit a square peg into a round hole.” We tried to compensate by allowing comments to be given in several places, including overall comments at the end of the survey, then incorporating comments into this report as footnotes.

## **Absent Programs and Information**

Though we have attempted to identify and include all programs relevant to this report, it is possible that some programs expected to be included are absent. Information for some programs was not received in time to be included in this report. Those programs are still listed under the appropriate agency and broad program type category, but we indicate that their information is missing.

The Minnesota State Colleges and Universities (MnSCU) system and University of Minnesota (U of M) have largely been left out of this report. While MnSCU and the U of M play substantial roles in Minnesota’s workforce development system, their services contribute to the education portion of workforce development. Efforts are underway between MnSCU and the U of M to develop an inventory of workforce-related programs and services in publicly-funded higher education. In subsequent years, the GWDC would like to present an expanded version of the inventory to include both higher education and more traditional economic development components.

Also left out of this report is the Higher Education Services Office (HESO). HESO is responsible for licensing private for-profit schools and for registering private non-profit institutions before students attending the institutions can be eligible for state financial aid. As of August 1999, there were 60 private for-profit career schools on the HESO list of licensed schools. As of October 1999, there were 76 private non-profit institutions on the HESO list of registered institutions.

# **General Program Information**

## **General Overview**

Seventy-one workforce development programs were identified for this report. Eleven state agencies and five federal agencies administer the programs. More than half of the programs are administered by the Minnesota Department of Economic Security, the Minnesota Department of Human Services, and the Minnesota Department of Trade and Economic Development. Fifteen of the programs are administered by federal agencies with funds going directly to the program providers rather than through a State agency. Twenty-six of the programs receive all of their funding from the federal government. Twenty programs receive allocations solely from the state.

Broad and narrow program types are used to categorize programs functionally; the previous report categorized programs by their intended customers. We expect that grouping by function will allow for more meaningful program comparison. We have placed programs fitting into multiple categories into the category aligning with the program's primary purpose.

In a few cases, individual programs may lack some detailed information. Information was not received from all programs by the time this report was published. A program not submitting information in the time period between the start of the survey and the report's publication will still hold a spot in the summary matrices.

The information that is reported for each program is from the program year ending in 2001.

## Education Programs<sup>4</sup>

There are four education programs identified in this section of the report. They are divided into two categories: foundation or basic skills, and higher education programs. Three programs receive both federal and state funding, the other is federally-funded. The four education programs described here received a total of \$54,073,738 in 2001 and served 102,672<sup>5</sup> individuals.

The programs in this section of the report include:

- Adult Basic Education Program (ABE)
- Educational Opportunity Center (EOC)
- Minnesota Correctional Facility – St. Cloud Vocational Training Programs
- Post-Secondary Enrollment Options (PSEO)

### Foundation / Basic Skills

The Adult Basic Education Program provides opportunities for Minnesota adults to acquire basic education skills. Customers range from individuals who need to upgrade basic skills for post-secondary admissions to recent immigrants with limited English proficiency.

### Higher Education

These programs provide alternative means for individuals to attain post-secondary credentials. Post-Secondary Enrollment Options allows certain high school students to take college-level courses while still in high school. The vocational program at the St. Cloud Correctional Facility provides in-demand training to inmates who can earn college credits with Minnesota State Colleges and Universities (MnSCU). Educational Opportunity Centers offer financial and admission assistance to low-income and first-generation college students.

Information on the individual programs in this category can be found in the matrices for this target population category, which begin on page 21.

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<sup>4</sup> Note that “first-chance” education programs such as the Pre-Kindergarten through Grade 12 curriculum, and courses in the Minnesota State Colleges and Universities (MnSCU) and the University of Minnesota, while an important part of the state’s overall workforce development strategy, are not the focus of this report.

<sup>5</sup> The actual number of individuals served is higher than reported here. Not all programs reported this number.

## **Employment Programs**

Twenty-two programs with a specific outcome of employment have been identified for this report. Eighteen of the programs focus on individuals attaining a job and four of the programs provide retention services. Many of the programs have specific eligibility requirements and some, like the Job Service, only require that a person be eligible to work in the United States. \$194,196,484 in funding comes from a mixture of federal, state and local allocations. Federal funds total \$150,709,297 and state funds total \$41,287,187. In 2001, employment services were received by 408,208 people<sup>6</sup>.

The programs in this section of the report include:

- Community Development Block Grant
- Experience Works – Senior Community Service Employment Program (formerly Green Thumb)
- Extended Employment Program – Basic Funding
- Extended Employment Program – Coordinated Employability Projects
- Extended Employment Program – Minnesota Employment Center for People Who Are Deaf or Hard of Hearing
- Job Service Program
- Jobs-Plus Community Revitalization Initiative Program
- Local Intervention Grants for Self-Sufficiency (LIGSS)
- Minnesota Family Investment Program – Employment Services (MFIP-ES)
- Minnesota Parents’ Fair Share
- Motivation, Education and Training, Inc. (MET)
- Senior Service America, Inc. – Senior AIDES Program (formerly National Senior Citizen Education and Research Center)
- National Indian Council on Aging – Older Worker Program
- National Urban League – Older Worker Program
- Refugee Employment Services
- Senior Community Service Employment Program (SCSEP) – State Program
- United States Forest Service, Chippewa Forest – Older Worker Program
- United States Forest Service, Superior Forest – Older Worker Program
- Veterans Services Programs
- Vocational Rehabilitation Program – Rehabilitation Services
- Vocational Rehabilitation Program (VR) – Workers’ Compensation
- Workforce Development Services – State Services for the Blind

## **Worksearch / Placement Programs**

The focus of these services is looking for and obtaining employment. Many of these programs deal with specific populations of individuals who have significant barriers to employment such as limited work experience or English proficiency and recent immigration. Job Service, on the other hand, provides labor exchange services to the general public.

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<sup>6</sup> We were unable to discern where duplicate counts occur in “number served” figures.

**Retention Programs**

The three retention programs focus specifically on helping people keep their jobs. They provide support to persons with disabilities – including the visually impaired – so they can be competitively employed.

Information on the individual programs in this category can be found in the matrices for this target population category, which begin on page 27.

## **Job Training Programs**

There are twenty-seven job training programs identified for this report. Most of these programs provide service to individuals with limited work experience, while a few of the programs provide significant skill upgrade support to active labor force participants. Job Training programs are subdivided into three categories – pre-employment, skills upgrade and work experience – and receive both federal and state funding. Federal funds come from the U.S. Departments of Education, Health and Human Services, Housing and Urban Development, Labor, and Veterans Services. In 2001, there were \$100,336,634 in federal funds and \$46,896,310 in state funds available to job training programs that served 98,392 individuals.

The programs in this section of the report include:

- Apprenticeship Training Program
- CAREER Refugee Program (Lifetrack Resources Inc.)
- Collaborative Rural Nurse Practitioner Program
- Day Training and Habilitation Program
- Dislocated Worker Program
- Food Support Employment and Training Program (FSET)
- Hubert H. Humphrey Job Corps Center
- Labor Education Advancement Program (LEAP) Apprenticeship Program
- Minnesota Department of Transportation On-the-Job Training Program
- Minnesota Displaced Homemaker Program
- Minnesota Youth Program
- Minnesota Youthbuild Program
- Native Employment Works (NEW)
- Opportunities Industrialization Centers (OIC)
- Step-Up Program
- Student Worker Internship Programs
- Summer Health Care Internship Program
- Summer Youth Program (Community)
- Trade Adjustment Act / North American Free Trade Agreement Program (TAA/NAFTA)
- Transition Program for Children with Disabilities
- Twin Cities RISE!
- Vocational Rehabilitation and Counseling Program
- Welfare-to-Work Program
- WomenVenture Non-Traditional Employment Program
- Workforce Investment Act Title IB Adult Program
- Workforce Investment Act Youth Formula Grant Program
- Youthbuild

## **Pre-employment Programs**

Pre-employment programs provide a second-chance opportunity to individuals with specific barriers to employment to gain foundation or basic skills in order to compete in today's workforce. There are four programs that provide pre-employment services.

**Skill Upgrade**

The five skill upgrade programs provide training services to incumbent workers – typically long-term employees after a major dislocation.

**Work Experience**

These programs provide opportunities and a supportive environment for individuals to attain work experience. These programs are focused on individuals with minimal experience in the labor force, primarily due to youth or disability.

Information on the individual programs in this category can be found in the matrices for this broad program type, which begin on page 47.

## **Employer Programs**

Nine programs that serve employers have been identified for this report. While all workforce development programs theoretically serve employers, these programs deal directly with employers rather than job-seeking customers. There are two main areas of focus in employer services: recruiting / hiring and retaining their workforce. Five of the programs are federally-funded and two receive state funds. In 2000 and 2001 there were 21,802 customers served at a total cost of \$40,125,446, of which \$2,820,348 was federal funding and \$14,573,000 was state funding. \$22,732,098 was matching funding.

The programs in this section of the report include:

- Distance Work Program
- Foreign Labor Certification Program
- Health Care and Human Services Worker Training and Retention Program
- Healthcare – J-1 Visa Waiver Program
- Hire Education Loan Program
- Minnesota Job Skills Partnership
- Minnesota Pathways Program
- Shared Work Program
- Work Opportunity Tax Credit and Welfare to Work Tax Credit Programs (WOTC and WtWTC)

### **Recruiting / Hiring Programs**

Foreign Labor Certification Programs begin the process of allowing employers to hire foreign workers on behalf of the U.S. Department of Labor. Work Opportunity and Welfare to Work Tax Credits encourage employers to hire and retain workers with various employment barriers. The Healthcare – J-1 Visa Waiver Program waives residency requirements for physicians in rural practice. Pathways provides funds to employers to train incoming workers, particularly low-income individuals.

### **Retention Programs**

Shared Work is a component of the Unemployment Insurance Program that lets employers retain staff on a less than full-time basis in lieu of a layoff. Partnership provides a funding mechanism for business to procure training for their workers. Hire Education Loan Program provides no-interest loans to business for training. The Distance Work Program promotes rural technology that supports telework. The Healthcare and Human Services Worker Training and Retention Program awards grants to qualifying partnerships of healthcare employers and public and private higher education institutions for training healthcare workers.

Information on the individual programs in this category can be found in the matrices for this target population category, which begin on page 71.

## **Wage Replacement Programs**

There are three programs in the wage replacement category; two provide wage replacement for people who lose jobs as “no fault of their own” and the other provides a wage replacement for those who are out of work due to work-related injury. Wage replacement programs allow affected individuals the means to pay their bills while they attempt to return to work and thus provide economic stability to their community.

The Unemployment Insurance programs are federally-funded, and the Workers’ Compensation program is state-funded. Both funds originate from taxes on a percentage of employers’ payroll. During 2001, 216,000 received Unemployment Insurance benefits.

The programs in this section of the report include:

- Disaster Relief Unemployment Assistance Program (DUA)
- Unemployment Insurance Program (UI)
- Workers’ Compensation Program

Unemployment Insurance Programs pay benefits to individuals who have lost their job through no fault of their own. Workers may be paid up to 50 percent of their average weekly wage for up to 26 weeks subject to a state maximum, currently \$467 per week. Under certain economic conditions, extended benefits are available for some individuals.

Disaster Unemployment Assistance Programs provides similar coverage to individuals who lose their job, even temporarily due to a disaster. Spring flooding of crops and communities is a frequent cause for DUA.

Information on the individual programs in this category can be found in the matrices for this target population category, which begin on page 81.

## **Workforce Development Information**

Five programs included in this report provide workforce development information. These programs are unique from the rest of the *Inventory* in that they provide self-service products more than staff-assisted services. Workforce development information is the set of materials, both print and online, that help the workforce and employer community make sound decisions about careers, jobs, education, staffing and more.

Workforce development products and services have \$9,902,900 in total funding, with all but \$193,900 from federal sources. As these are primarily online publications, it is currently not possible to tell how many customers are served. However, over 100,000 *Minnesota Careers* are sent to Minnesota high schools annually.

The programs in this section of the report include:

- CareerOneStop
- iSeek Solutions
- Labor Market Information (LMI)
- Minnesota Career Information System (MCIS)
- *Minnesota Careers*

CareerOneStop is a collaborative effort by the Minnesota Department of Economic Security and the U.S. Department of Labor to create an online career management resource for workers, employers and workforce development providers. iSeek Solutions is a state collaborative effort to provide career-related resources for the 21<sup>st</sup> century workforce. Labor Market Information includes key labor market indicators, information and analysis. The Minnesota Career Information System provides comprehensive and current career information especially for Minnesota's students. *Minnesota Careers* is an award-winning career exploration publication distributed to all Minnesota high schoolers.

Information on the individual programs in this category can be found in the matrices for this target population category, which begin on page 87.

## **Other Support Programs**

There is one program in this section of the report. A section of one may seem odd, but it is a unique program. It does not provide direct workforce development services and therefore does not fit into one of the six main categories. It directly supports customers in their work efforts, unlike other support programs that provide more general support, so it is in a category of its own. This program is in the form of a block grant that funds a wide range of unique services.

Other support programs have no reported funding in this inventory.

The programs in this section of the report include:

- Job Access Reverse Commute

Job Access Reverse Commute provides resources to remedy transportation issues for both workers and employers.

Information on the program in this category can be found in the matrices for this target population category, which begin on page 93.

**Figure 2** (below) provides information grouped by broad program types for the program year ending in 2001. Federal and state allocation amounts can be seen next to the total allocation, as well as the number of programs and the number served within each broad program type.

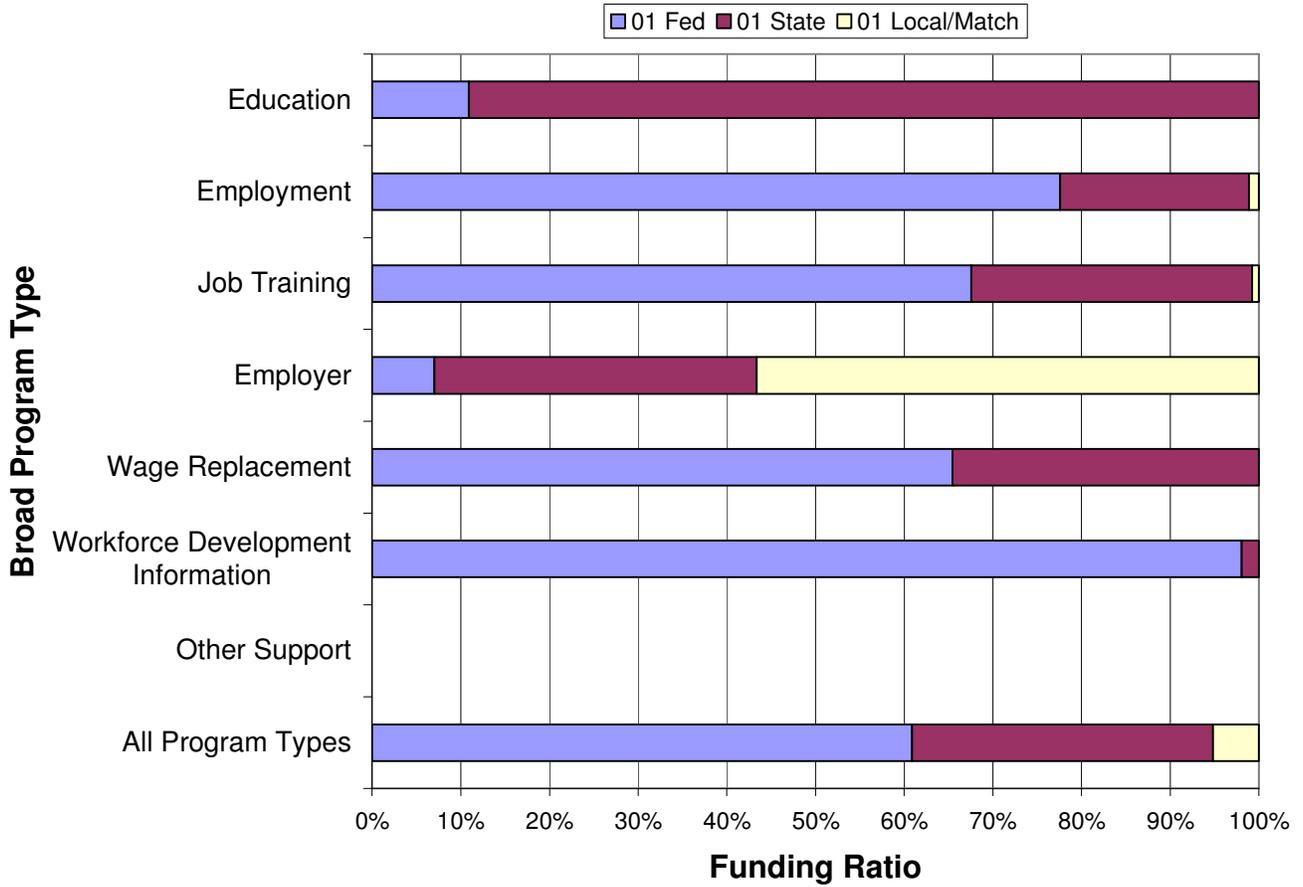
**Figure 2: Number and Funding of Programs, by Broad Program Type (Program Year 2001)<sup>7</sup>**

Broad Program Type	Number of Programs	Federal Funding	State Funding	Total Funding	Number of Individuals Served
Education	4	\$5,892,885	\$48,180,853	\$54,073,738	102,672
Employment	22	\$150,709,297	\$41,287,187	\$194,196,484	299,536
Job Training	27	\$100,086,634	\$46,896,310	\$148,140,578	98,392
Employer	9	\$2,820,348	\$14,573,000	\$40,125,446	21,802
Wage Replacement	3	\$37,855,000	\$20,000,000	\$57,855,000	216,540
Workforce Development Information	5	\$9,709,000	\$193,900	\$9,902,900	0
Other Support	1	\$0	\$0	\$0	0
<b>Totals</b>	<b>71</b>	<b>\$307,073,164</b>	<b>\$171,131,250</b>	<b>\$504,294,146</b>	<b>738,942</b>

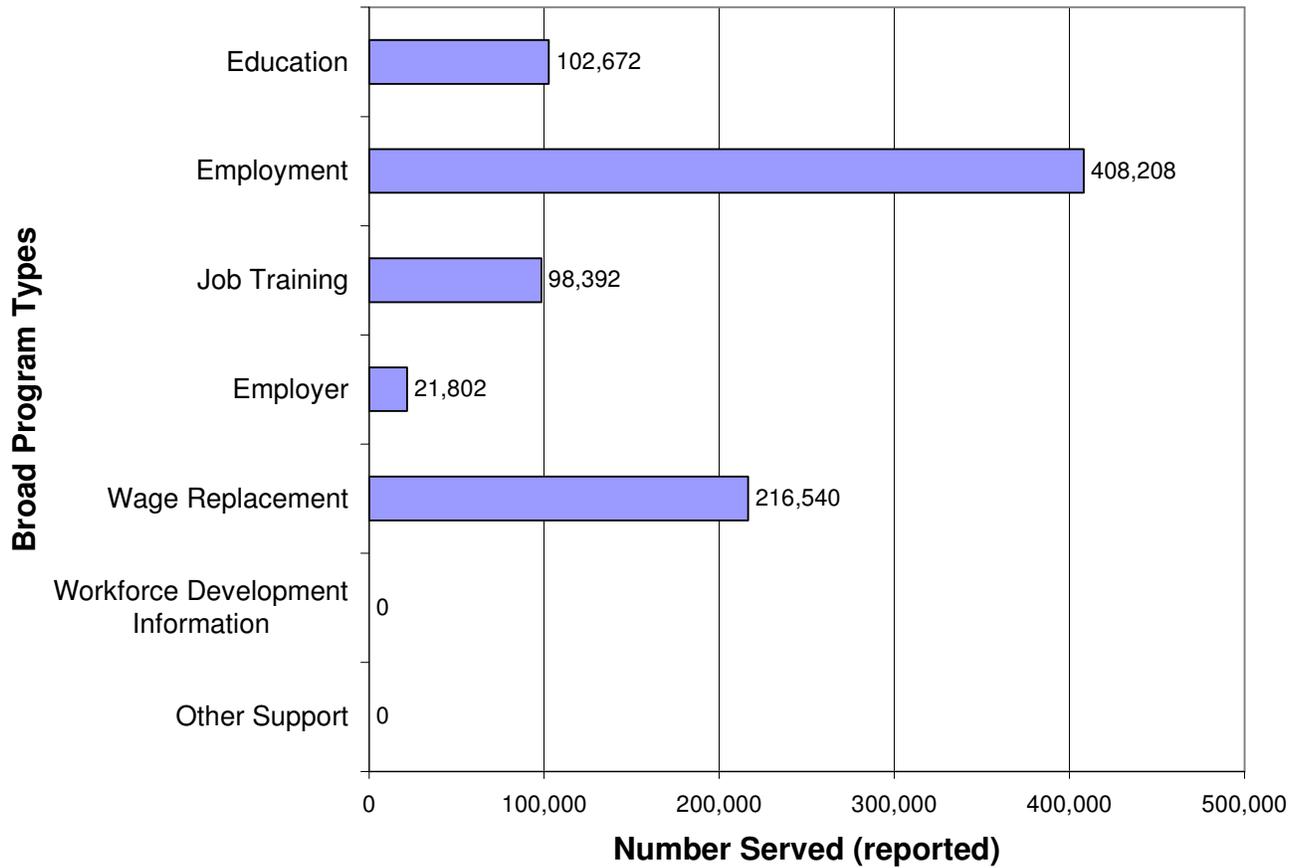
<sup>7</sup> The Federal fiscal year begins in October, the State fiscal year begins in July, and other program fiscal years vary. Information on funding was not available from twelve programs. Information on the number served was not available from eighteen programs.

**Figure 3** illustrates the ratio of funding between federal, state, and local or match sources for each broad program type. **Figure 4** displays the number of individuals served for each broad program type.

**Figure 3: Federal / State / Other Funding Ratio**



**Figure 4: Number Served in Program Year 2001, by Broad Program Type<sup>8</sup>**



Descriptive summaries for each broad program type are found in the following pages. In addition to information on funding and the number served, each summary lists the programs in the category and a brief description of how the programs are similar to or different from each other.

<sup>8</sup> We did not receive numbers from Workforce Development Information and Other Support programs. Collecting “number served” data is a significant challenge due to services being online or complex service structure. The number served in Employment programs is skewed by 277,000 registered job seekers with Job Service.

# Program Summaries

## Summary Matrices

Following is a series of matrices that show summarized information for each program. The programs are grouped together based on their broad and narrow program types. There are separate matrices for the seven broad program types; on each matrix there are tabs on the left hand side that denote the narrow program type of programs. While some programs could fit into more than one of the categories, we have attempted to place them in the one most appropriate category. The seven broad categories of program types are the following:

- Education Programs
- Employment Programs
- Job Training Programs
- Employer Programs
- Wage Replacement Programs
- Workforce Development Information
- Other Support Programs

Each matrix is divided into four sections. The key below shows the program information that is found in each section:

<b>Program Funding Sources</b>	Federal and State Funding Sources and Allocations
<b>General Program Information</b>	Purpose, Services, Customers, Number Served
<b>Measures</b>	Federal, State and Other Program Measures and Results
<b>Service Delivery</b>	Who delivers services? Where are services delivered?