



HOWARD COUNTY DEPARTMENT OF FINANCE

3430 Courthouse Drive

■ Ellicott City, Maryland 21043

■ 410-313-2195

Sharon Greisz, Director, Department of Finance
sgreisz@howardcountymd.gov

FAX 410-313-4433
TDD 410-313-2323

December 9, 2009

To: Lonnie R. Robbins
Chief Administrative Officer

From: Sharon F. Greisz
Director of Finance

Re: SAO No. 5 Certification

I hereby certify that funds are unencumbered and available for transfer as follows:

FROM:

051-490-8903-1000-0607	Grants Fund, Contingency Reserve	\$100,000
------------------------	----------------------------------	-----------

TO:

051-002-0823-1000-0420	Office of Workforce Development – WISH Grant – Administration/Training	\$10,000
051-002-0823-2000-0101	Office of Workforce Development – WISH Grant – Salaries and Wages	\$41,500
051-002-0823-2000-0102	Office of Workforce Development – WISH Grant – Social Security	\$3,175
051-002-0823-2000-0420	Office of Workforce Development – WISH Grant – Training	\$ 45,325

t\director\director\testimony\FY09\SAO_5.doc



Internal Memorandum

To: Lonnie Robbins, Chief Administrative Officer

From: Francine Trout, Acting Administrator, Office of Workforce Development

Re: SAO for grant to provide employment services to DSS customers

Date: December 31, 2008~~December 16, 2008~~

The Howard County Office of Workforce Development is requesting a Supplemental Appropriation Ordinance in order to increase our spending authority due to the award of new grant funds to provide workforce services to social service recipients. Funding will be in the amount of \$100,000 for the March 2009 – June 2009 timeframe. We expect to receive an additional \$203,000 for July 1, 2009 – June 30, 2010 which we will include in our FY 2010 budget. These funds will be used for staffing, training, supplies and all associated costs with the Working for Independence, Success and Healthy Families (WISH) program.

The Howard County Office of Workforce Development (OWD) through partnership with the Howard County Department of Social Services (DSS) will deliver work-based training activities, job placement and retention services designed to assist Temporary Cash Assistance (TCA) customers, Non-Custodial Parents (NPEP), and Foster Care Independent Living young adults in identifying and obtaining full-time unsubsidized employment opportunities that lead to permanent economic self-sufficiency. These services will simultaneously help these participating customers meet federal work participation requirements while improving the lives of current and future family members.

Eligible TCA customers referred to WISH will engage in a variety of activities tailored to support their transition from Temporary Assistance For Needy Families (TANF) to self-sufficiency. Work –based training activities will be provided through a mix of WISH project staff, Workforce Investment Act (WIA), DLLR, HCC and DSS staff. Cooperative relationships with county, state and other community agencies will be used to address certain individualized needs of TCA recipients. Prior to participation in the WISH proposed activities, customers will have participated in DSS mandated activities. The primary activities will be work experience and job placement. In some instances participation may be sequential or concurrent, based upon the mutually agreed upon service strategy and employment goal. WISH will work closely with DSS to provide holistic services that ensure active participation and program completion. Participants must demonstrate progress and successfully complete each stage of the work-based training activities as evidenced by the WISH staff's evaluation of participant performance in the program and the DSS requirement for attendance in all activities.

If you require any additional information, please let me know.

cc: John Pettebone
Jennifer Sager
Shelia Little