



May 30, 2019

Mr. Rich Price
Director of Economic Development
Jackson County Administrative Building
401 Grindstaff Cove Rd, Suite A-231
Sylva, NC 28779

Dear Rich;

Webster Enterprises of Jackson County, Inc. is preparing to enter its third year of participation in a national program mandated by federal law and targeted toward high school students with diagnosed disabilities. The intent of the program is to ease students' transition into the workforce following high school and encourage exploration of work possibilities. The program is entitled Pre-Employment Transition Services (PETS) and is mandated under the federal Workforce Innovation and Opportunity Act of 2014 (WIOA). In North Carolina, the program is under the North Carolina Division of Vocational Rehabilitation Services (DVRS), Department of Health and Human Services. Since DVRS does not provide for pre-funding to grantees, Webster's participation in this program is limited by its ability to fund the program expenditures until grant funds are received. Therefore, in order to continue this program in Jackson County, Webster is seeking a loan to support these services in the County during the term of the grant. We are seeking a loan of \$100,000.

The benefits of the PETS program to Jackson County include:

This program will primarily involve students that are less likely to attend post-secondary schools. Typically, students that do not attend college away from home remain in their home communities for much of their lives and become tomorrow's workforce. Jackson County will directly benefit by, a) these students being more prepared to enter the workforce immediately following high school, and b) the students being prepared to become effective employees sooner.

Webster Enterprises expects to employ 3 to 4 instructors and assistants for the grant year in the County.

Repayment of the loan will occur as grant funds are received for Jackson county students. Final grant payments under the program should be received by November 2020.

Following is detail about the PETS program and its participants.

Pre-Employment Transition Services are a specific set of activities that are defined by WIOA and are intended to expose students with disabilities at an early age to self-advocacy, postsecondary training, and employment skills and options. WIOA requires that the vocational rehabilitation program provide a continuum of services to students and youth which begins with PETS and, for individuals who are eligible for the vocational rehabilitation program, continues with vocational rehabilitation transition services. According to data obtained from the North Carolina Department of Public Instruction, there are more than 64,000 students with disabilities in North Carolina who may require PETS.



PETS activities are defined by direct services to students in the following areas:

- Job exploration counseling
- Workplace readiness training
- Work-based learning experiences
- Counseling on postsecondary training options
- Instruction in self-advocacy

DVRS Funding

Under the PETS program, Webster Enterprises is required to expend funds to provide services and then submit milestone achievements for payment under the grant. Currently, this process can take up to seven months before Webster receives funds.

PETS Student Participation

During the spring semester of 2018, Webster Enterprises began piloting a PETS project in Cherokee High School, Smoky Mountain High School, Jackson County School of Alternatives, and Franklin High School. During the pilot, 53 students participated (including 27 in JCPS). For 2018-19, over 150 students were served (including 42 in JCPS). For the upcoming 2019-2020 school year, we will be expanding service capacity to serve up to 200 eligible students (including up to 90 students in JCPS).

Staffing for 2019-2020 Contract Year

To effectively expand our ability to serve eligible students, Webster Enterprises will need to add at least 6.5 full time employees to include one staff person working full time in each school, a project manager, increasing our Community Liaison from part-time to full-time, and adding a part-time administrative assistant. Staffing to serve Jackson County students will account for 3.5 of those positions. Staff positions are professional positions that have minimum requirements of either a B.S. in Social Sciences or Human Services or at least 3-years' experience working with the target population.

PETS is designed to continue providing service to successive student populations for years. Webster believes PETS can have a significant impact on the economic development of Jackson County. Webster is committed to supporting the disabled in our communities and believe PETS can go a long way toward reducing dependence on public support.

We appreciate your consideration of this request and can provide further information if needed.

Sincerely,

Joe Rigdon
Chief Executive Officer

Webster Enterprises' Classes for Ability, Responsibility, Employability (WE CARE) Service Options

	Ideally end of 8 th grade	Ideally 9 th grade	Ideally 10 th grade	Ideally 11 th grade	Ideally 12 th grade
Job exploration counseling	Career Awareness	Formal Vocational Interest & Work Values assessments	"Top 3 Job Choices" Research and interest interview		
Work-based learning experience: community based				Community based: Industry specific informational interviews, job shadowing, site visits	Community based: Paid work experiences in area of interest <ul style="list-style-type: none"> • Task analysis • Situational eval
Instruction in workplace readiness-SOFT SKILLS TRAINING		<ul style="list-style-type: none"> • Self-Awareness • Self-Regulation • Motivation 	<ul style="list-style-type: none"> • Empathy • Perspective taking • Range of Acceptable Behavior 	<ul style="list-style-type: none"> • Communication • Conflict management • Collaboration & cooperation 	<ul style="list-style-type: none"> • Networking • Leadership • Vocational profile developed
Applied workplace readiness-INDUSTRY SPECIFIC		Employability lab- level 1: workplace safety, typical skill required for entry level jobs	Employability lab level 2: Industry-specific tools of the trade, rules & regulations, mock interviews, job searches		
Work-based learning experience: community based				Community based: Industry specific informational interviews, job shadowing, site visits	Community based: Paid work experiences in area of interest with Task analysis Situational evaluation
Instruction in self-advocacy	Transition Intake Interview	<ul style="list-style-type: none"> • Self-Determination • Being Proactive • Self-Advocacy <p>Choosing 5 assessment tools for increased self-awareness</p>	<p>Identifying & utilizing supporters</p> <p>Choosing 5 assessment tools for increased self-awareness</p>	<p>Considering disclosure</p> <p>Choosing 5 assessment tools for increased self-awareness</p>	<p>Asking for Accommodation</p> <p>Choosing 5 assessment tools for increased self-awareness</p>
Applied Self-Advocacy		Freshman IEP prep, participation, & feedback	Sophomore IEP prep, participation, & feedback	Junior IEP prep, participation & feedback	Senior IEP prep, participation & feedback
Post-secondary training counseling				Structured interview student regarding vision for post-secondary education/training	PETS staff provides counseling Concerning adult services and community resources for employment services, post-secondary training, and/or independent living.

Webster Enterprises
Allocation of Cost to Districts Based on Number of Participants

	<u>Jackson</u>	<u>Macon</u>	<u>Swain</u>	<u>Qualla</u>	<u>Total</u>	
Number of Students Participating						
Plan A	298	137	91	30	40	298
Plan B	245	105	70	30	40	245
Plan C	193	74	49	30	40	193
Plan D	175	63	42	30	40	175

Estimated Cost per Student Participant

Plan A	\$ 1,306.04
Plan B	\$ 1,338.81
Plan C	\$ 1,395.64
Plan D	\$ 1,409.54

Estimated Cost Per District

Plan A	\$ 178,927.82	\$ 118,849.86	\$ 39,181.27	\$ 52,241.70	\$ 389,200.66
Plan B	\$ 140,574.96	\$ 93,716.64	\$ 40,164.27	\$ 53,552.37	\$ 328,008.24
Plan C	\$ 103,277.09	\$ 68,386.18	\$ 41,869.09	\$ 55,825.46	\$ 269,357.82
Plan D	\$ 88,800.88	\$ 59,200.59	\$ 42,286.13	\$ 56,381.51	\$ 246,669.12

Estimated Cost Per month

Plan A	\$ 14,910.65	\$ 9,904.16	\$ 3,265.11	\$ 4,353.47	\$ 32,433.39
Plan B	\$ 11,714.58	\$ 7,809.72	\$ 3,347.02	\$ 4,462.70	\$ 27,334.02
Plan C	\$ 8,606.42	\$ 5,698.85	\$ 3,489.09	\$ 4,652.12	\$ 22,446.49
Plan D	\$ 7,400.07	\$ 4,933.38	\$ 3,523.84	\$ 4,698.46	\$ 20,555.76

Maximum months required funding

			7		
Plan A	\$ 104,374.56	\$ 69,329.09	\$ 22,855.74	\$ 30,474.32	
Plan B	\$ 82,002.06	\$ 54,668.04	\$ 23,429.16	\$ 31,238.88	
Plan C	\$ 60,244.97	\$ 39,891.94	\$ 24,423.64	\$ 32,564.85	
Plan D	\$ 51,800.52	\$ 34,533.68	\$ 24,666.91	\$ 32,889.22	