



## PROJECT SUMMARY

**Name of the Applicant:** Workforce Board Lehigh Valley (WBLV)

**Project title:** *Best Practices in Education!*

**Project service area:** Lehigh and Northampton County

**Objective of the project:** Establish a clearinghouse of best practices showcasing Lehigh Valley's K-14 educational focus on Science, Technology, Engineering, Math, computer technology, and work readiness, aligned to Pennsylvania's Career Education and Work Standards.

**Description of the project:** *Best Practices In Education!* will be produced, one for each participating K-12 school district, career and technical school and community college, engaging over 100 students, 100 educators and employers as appropriate in the production.

A live, and on-line interview called *Good Frankie/Bad Frankie* and accompanying template for use by teachers in the classroom on interviewing skills are produced and available.

A communications strategy includes a comprehensive regional approach.

**Potential impact of the project:** Increase awareness and participation in Lehigh Valley's educational system to collectively impact workforce pipeline skills, knowledge and abilities.

**Project partners:** Workforce Board Lehigh Valley; Lehigh Valley Business-Education Partnership; 17 Lehigh Valley school districts: Allentown, Bangor Area, Bethlehem Area, Catasauqua, East Penn, Easton Area, Nazareth Area, Northampton Area, Northern Lehigh, Northwestern Lehigh, Parkland, Pen Argyl, Salisbury, Saucon Valley, Southern Lehigh, Whitehall-Coplay, and Wilson Area; 3 Lehigh Valley career and technical schools: Bethlehem Area Vocational Technical School, Career Institute of Technology, Lehigh Career & Technical Institute; 2 Lehigh Valley community colleges: Lehigh Carbon Community College, Northampton Community College; Lehigh Valley Building and Trades Council; PA Bureau of Apprenticeship and Training; Greater Lehigh Valley Chamber of Commerce; and Society for Human Resource Management/Lehigh Valley Chapter.

**Technical assistance priorities for the Department to act upon:** Contacts from the Pennsylvania Departments of Labor and Industry and Education would be appreciated.

**Project point of contact with contact information:** Nancy Dischinat, Executive Director, Workforce Board Lehigh Valley, 555 Union Boulevard, Allentown, PA 18109, 610-841-1122 [ndischinat@workforcelv.org](mailto:ndischinat@workforcelv.org).



**Best Practices In Education!**  
**Business-Education Partnership Grant**

**PROJECT NARRATIVE**

**CRITERION 1: PROJECT APPROACH AND MANAGEMENT PLAN**

The Lehigh Valley Region recognizes that we all play a role in the educational skills and work readiness of students within our K-14 system. The Lehigh Valley Business-Education Partnership was established to promote collaboration between business and education, to foster productive citizenship, lifelong learning, employability skills, and increase the work readiness of students by aligning education with career preparation.

Thank you for offering this Business-Education Partnership Grant! These resources are critical to our public education partners in creating a showcase of the **Best Practices In Education!** and developing a **Good Frankie Bad Frankie** interview educational media tool.

Serving as Intermediary on behalf of public education, the Workforce Board Lehigh Valley (WBLV) will reach out and inform our citizens, business and industry, media, and local, state and federal policymakers making the case, and building the connections between education and the community about the **Best Practices In Education!**

Studies show that project based learning leads to workforce readiness and future success, therefore, our program will be project based. As described below, our management plan clarifies the roles and responsibilities, divides the workload, ensures accountability, creates a timeline of accomplishments, and highlights outcomes.

• **Describe opportunities to connect to pre-apprenticeship/apprenticeships programs.**

Lehigh Valley’s Plan describes and provides opportunities to connect to project based pre-apprenticeship programs by showcasing careers and occupations along career pathways that include pre-apprenticeship and Registered Apprenticeship options for skills training, providing earn-and-learn opportunities, and also including the credentials and certifications that lead to high-skilled, high-paying jobs and/or their occupational career pathways.

• **Describe the opportunities to connect with STEM and computer education.**

The plan describes and provides the opportunities to connect with STEM and computer education as a hands-on learning activity for students focusing on careers in Science, Technology, Engineering and Math (STEM). The Sciences will be explored through school to business projects, Technology will be used through digital media, Engineering will be laid out in

the design elements of each school's showcase, and Math will be prevalent in calculating best practices projects, timelines, schedules, completion dates and costs.

- **Describes the need for expansion of an existing initiative or creation of a new initiative;**

The need for the creation of Lehigh Valley's newest initiative called **Best Practices in Education!** is because the community does not know and understand the collective impact of Lehigh Valley's education system as it relates to the workforce pipeline development, technology, and occupational and employability skills. The need for the expansion of a very old initiative called **Good Frankie/Bad Frankie** has resurfaced because lack of employability skills is the number one business and industry workforce issue in the Lehigh Valley!

In the Lehigh Valley we have 17 school districts, 3 career and technical schools, and 2 community colleges serving 143,676 school-age population between the ages 5 to 21. Therefore, we are only asking for \$1 per student, which is \$143,676 to advance Governor Wolf's education goal of Schools That Teach.

**Help us Rhonda!**

More than 45 percent of Lehigh Valley's population 18 years and older do not have any post-secondary education, 3,935 students are English Language Learners, 42,113 or 7 percent age 5 and older are Limited English Proficient, 22,857 or 32 percent are single parents, 68,015 or 11 percent of population are below poverty level, 23,493 or 17 percent of children under the age of 18 are below poverty level, 30,026 or 12 percent of households are receiving public assistance or food stamps, 9,500 youth age 16 to 24 are not in school and not working, 86,997 or 13 percent are disabled, and 65,765 or 13 percent aged 16 and older lack basic literacy skills.

**Help us Rhonda!**

We always hear about a myriad of education issues: traditional classrooms, teaching methodologies, curriculum quality, academic rigor, disengaged students, poverty levels, technology skill gaps, social promotion, group learning, dropout rates, school funding, teacher quality, school leadership, school safety, student proficiency, student experiences, student supports, public expectations, college preparedness, career and workforce readiness, and professional development, and rare that we hear about the **Best Practices In Education!**

**Help us Rhonda!**

Our request is only \$1 per student, or \$143,676 and includes the redesign and implementation of a very old, very effective initiative called **Good Frankie/Bad Frankie**. This initiative has two components, a curriculum for a live interactive student-employer interview skit, and an on-line educational media tool to teach effective interviewing skills required to get a job. **Good Frankie/Bad Frankie** addresses the Pennsylvania Academic Standards for Career Education and Work including effective speaking and listening skills used in a job interview (Career Acquisition 13.2), and highlighting attitudes and work habits (Career Retention and Advancement 13.3).

**Help us Rhonda!**

- **Describes how activities will provide for direct student involvement in career awareness and exposure activities;**

The grant activities will provide for direct student involvement in career awareness in the following ways: communications, technology, strategic planning, project management and design, writing and storyboarding, videography, public relations, marketing, to name a few. Participating students will be exposed to and mentored by school leadership, human resource professionals, private sector Greater Lehigh Valley Chamber of Commerce members, and television media. Outcomes will include a template for teaching students effective interviewing skills, and a clearinghouse of **Best Practices In Education!** shared among public educators, the community, and policymakers.

- **Describes the employers' involvement in mentoring, internships, and career awareness activities with school districts and students;**

Employers will interface with educators and students in a live, interactive student/employer interview skit called **Good Frankie/Bad Frankie**, inform education on employability skills expectations, work with school districts on projected pipeline needs as a critical workforce issue, provide expertise in developing career awareness, building relationships with the education community, become engaged in the public education system, promote jobs and career pathways, promote technical skill requirements, career opportunities, increase employer awareness of work-based learning, increase business and industry interest in job shadowing, mentoring, tours, internships and apprenticeships, inform educators and students on high priority occupations, credentials, skill attainment, skills training and post-secondary education options. A full court press!

- **Describes how business and education needs within the region will be met.**

Business and education needs within the region will be met by focusing on three top business and industry issues: (1) pipeline development, (2) increasing need for technology and occupational skills, and (3) lack of employability skills.

This initiative is designed to give public education the resources and opportunity to showcase the **Best Practices In Education!** throughout the Lehigh Valley region. These best practices are not widely known outside of the school district "bubble." By showcasing education at its best and most innovative, business and industry can discover the wide variety of career awareness and preparation activities and experiences available to students, and the value education places on career pathways and continuing education.

Developing a pipeline of skilled future employees is a critical business and industry issue. According to data from the Pennsylvania Department of Education, the supply of high school graduates in the Commonwealth (approximately 125,000 students each year) compared with the number of jobs that need to be filled by individuals with some postsecondary education or career training by 2025, there are not enough potential workers coming out of the K-12 system, each year to fill those vacancies, even if all high school graduates enrolled in postsecondary

education and earned a degree or certificate, there are not enough potential workers to meet employer demand. Graduating students need to be connected to employers and understand business and industry's expectations and career pathways.

Current and future workers must possess more and higher-level technology and occupational skills to be successful in the 21st century. Technology is changing the way workers perform almost every job.

Lack of employability skills is the number one business and industry workforce issue in the Lehigh Valley. The **Good Frankie/Bad Frankie** interview addresses this issue through modeling positive employability skills such as dependability and reliability, appropriate dress, professionalism, listening and communication skills, attitudes and work habits, all aligned to the Pennsylvania Academic Standards for Career Education and Work: Career Awareness and Preparation 13.1, Career Acquisition 13.2, Career Retention and Advancement 13.3, and Entrepreneurship 13.4.

- **Describes the ability of the lead applicant to coordinate partner entities;**

The WBLV will serve as grant applicant and fiscal agent. The Lehigh Valley Business-Education Partnership (LVBEP) is a subsidiary of WBLV, and will serve as the project lead. Together we will accomplish the grant outcomes.

Demonstrating WBLV's ability to coordinate partner entities and successfully implement grant activities, WBLV has received the following PA Labor and Industry grants: Lehigh Valley Career Pathways Initiative, Pathways to Career Paydays, Strategic PREParations, Crescent Regional Industry Sector Partnership (CRISP) 1 and 2, Lehigh Valley Micro-credentials Initiative, Lehigh Valley Diversified Manufacturing and Transportation/Warehousing/Logistics Next Generation Partnerships, JOBS1st, to name a few strategic grants that require coordination of entities.

WBLV consistently meets or exceeds Workforce Innovation and Opportunity Act Performance Measures which is a strong indicator of the WBLV's ability to coordinate partner entities and lead this initiative.

Building upon our expertise in developing career awareness programs, our relationships with business and industry and the education community, WBLV is committed to coordinate Lehigh Valley's newest innovation called **Best Practices in Education!**

- **Describes the desired outcomes (i.e. people to be served, career workshops conducted etc);**

The following are desired outcomes of the **Best Practices In Education!** Initiative:

1. Up to 22 **Best Practices In Education!** digital media best practice showcases will be produced, one for each participating K-12 school district, career and technical school and community college, engaging over 100 students, 100 educators and employers as

appropriate in the production. The entire Lehigh Valley community will have access to the ***Best Practices In Education!***

2. A live and on-line interactive e-media student-employer interview skit called ***Good Frankie/Bad Frankie*** and accompanying template will have a viewing audience of 143,676 students alone.
  - One interactive, e-media interviewing skit produced for students, educators, parents and community.
  - Up to 22 live skits performed at each participating school, engaging over 100 students, 50 educators, and 25 employers.
3. ***Best Practices In Education!*** digital media best practices and the ***Good Frankie/Bad Frankie*** e-media skit will be showcased through an outreach strategy involving the media, social media, and websites including the WBLV and its workforce system PA CareerLink® Lehigh Valley, business and industry, and school districts.
4. Template for teaching students effective interviewing skills.
5. A compilation of ***Best Practices in Education!*** will be hosted on the WBLV’s website and housed in PA CareerLink® Lehigh Valley’s Employer and Educator Engagement Center.

• **Describes the implementation of the project to achieve the desired outcomes, including intended target constituency/ies;**

Lehigh Valley’s Regional ***Best Practices In Education!*** program will be implemented to target students, teachers and guidance counselors from Lehigh Valley’s 17 school districts, 3 career and technical schools, and 2 community colleges; the private sector; and the entire community. Implementation will be facilitated through connections between the education community and the private sector through Lehigh Valley’s 5,000-member Greater Lehigh Valley Chamber of Commerce, providing expertise in Best Practice Showcase videos and the ***Good Frankie/Bad Frankie*** interviewing skills. Implementation will also be accomplished by engaging the entire Community by outreaching on school websites, the media, and business and industry sites about: ***Best Practices In Education!***

• **Describes the project timeline to include implementation steps and desired outcomes (plans for sustainability, ability to scale and replicate)**

***Best Practices In Education! Timeline***

Timeframe	Best Practices	Good Frankie/Bad Frankie
June 2018	<ul style="list-style-type: none"> <li>• Planning phase of grant activities.</li> <li>• WBLV develops and issues Request for Proposals (RFPs) for <b><i>Best Practices In Education!</i></b> digital media production of Best Practice Showcases, <b><i>Good Frankie/Bad Frankie</i></b> videos, and development of lesson plans.</li> <li>• Develop strategy for ongoing outreach.</li> </ul>	

July – August 2018	RFPs reviewed and vendor(s) selected.	
September 2018	Vendor(s) develops best practice and <b>Good Frankie/Bad Frankie</b> lesson plans and templates to share with schools as a framework.	
October 2018	Schools identify best practices to be showcased and select teacher/student/ employer teams.	Interactive, e-media <b>Good Frankie/Bad Frankie</b> interviewing skit produced.
November 2018	Best Practice videos produced and taped at participating schools.	<ul style="list-style-type: none"> <li>• Kick-off event featuring <b>Good Frankie/Bad Frankie</b> video.</li> <li>• Video released to schools, businesses and community. Curriculum released to schools with video.</li> <li>• Schools select <b>Good Frankie/Bad Frankie</b> live skit teams.</li> </ul>
December 2018		Schools conduct live skits and place on school websites.
January 2019		
February 2019		
March 2019		
April 2019	Showcase Best Practice videos with Capstone event and culminating video.	Compile <b>Good Frankie/Bad Frankie</b> videos to be hosted on WBLV and housed in PA CareerLink® Lehigh Valley's Employer and Educator Engagement Center.
May 2019		
June 2019	Grant close out and final reporting.	

## CRITERION 2: APPLICANT/TEAM CAPABILITIES

### • Identifies key partners and additional partners as warranted;

- Workforce Board Lehigh Valley
- Lehigh Valley Business-Education Partnership
- 17 Lehigh Valley school districts: Allentown, Bangor Area, Bethlehem Area, Catasauqua, East Penn, Easton Area, Nazareth Area, Northampton Area, Northern Lehigh, Northwestern Lehigh, Parkland, Pen Argyl, Salisbury, Saucon Valley, Southern Lehigh, Whitehall-Coplay, Wilson Area
- 3 Lehigh Valley career and technical schools: Bethlehem Area Vocational Technical School, Career Institute of Technology, Lehigh Career & Technical Institute
- 2 Lehigh Valley community colleges: Lehigh Carbon Community College, Northampton Community College
- Lehigh Valley Building and Trades Council
- PA Bureau of Apprenticeship and Training
- Greater Lehigh Valley Chamber of Commerce
- Society for Human Resource Management/Lehigh Valley Chapter

- **Identifies ability of the project lead to coordinate and implement grant responsibilities of identified partners;**

The Lehigh Valley Business-Education Partnership (LVBEP) initiatives include key community-wide strategies and industry-driven approaches focusing on Career Pathways and the alignment of education and training programs with Lehigh Valley businesses. The LVBEP also promotes the collaboration between business and education to foster productive citizenship, lifelong employability skills, and economic development in the Lehigh Valley.

The LVBEP board has representatives from Lehigh Valley's leadership of 17 school districts, 3 career and technical schools, and 2 community colleges; thereby solidifying the engagement and responsibilities of all partner entities described in the grant.

By working with the Lehigh Valley Building and Trades Council and PA Bureau of Apprenticeship and Training, we will showcase skilled trades career pathways and apprenticeable occupations. Many occupations along career pathways include pre-apprenticeship and Registered Apprenticeship programs as a form of skills training providing earn-and-learn opportunities, credentials and certificates, leading to high-skilled, high-paying jobs or career pathways. The LVBEP is comprised of business, industry and education leaders, thereby facilitating business and industry's engagement in identifying and validating employability skills.

- **Identifies the responsibilities of the partners;**

WBLV – a regional Workforce Board serving as the lead applicant and fiscal agent responsible for receiving, managing, and disbursing grant funds; developing and implementing a budget; collecting and reporting performance measures; and coordinating, evaluating and oversight.

LVBEP – serves as the Project Lead, bringing together business, education, workforce and partnering entities to achieve the overall project goals, as defined by the proposal.

Lehigh Valley's 17 school districts, 3 career and technical schools, and 2 community colleges – responsible for identifying best practices, assembling up to 5-person teams to assist with storytelling and casting of the **Best Practices In Education!** and staffing and staging for the **Good Frankie/Bad Frankie** interview.

Lehigh Valley Building and Trades Council – identification of skilled trades career pathways.

PA Bureau of Apprenticeship and Training - identification of apprenticeable occupations, certifications and pathways to high demand occupations.

Greater Lehigh Valley Chamber of Commerce – connections to 5,000 members to identify employability skills, serve as business liaisons to schools, and assist with outreach of educational best practices.

Society for Human Resource Management/Lehigh Valley Chapter – serve as Human Resource experts providing mentoring to students on interviewing skills and serve as HR managers for the *Good Frankie/Bad Frankie* interview.

• **Identifies applicant’s prior track record related to a current Business-Education Partnership, if applicable;**

The WBLV is serving as the applicant for this grant. The current Business-Education Partnership known as the Lehigh Valley Business-Education Partnership (LVBEP) is a subsidiary of the Board, and was established with a mission to promote collaboration between business and education to foster productive citizenship, lifelong employability skills and economic development in the Lehigh Valley.

The track record in business-education partnerships includes working with the WBLV on Career Pathways Toolkits and Career Maps based on the alignment of education, training programs with the skill needs of Lehigh Valley’s business. The first phase of Lehigh Valley Career Pathways Toolkits and Career Maps was developed in STEM-related industries including Manufacturing and Energy, and validated by Lehigh Valley’s private sector-led industry partnerships, and utilized by industry, educators, and our workforce system. The second phase of Career Pathways Toolkits and Career Maps was implemented and institutionalized with resources provided by the PA Department of Labor and Industry, Business-Education Partnership Grant. These efforts serve as a track record of success.

Business-education initiatives were developed such as Career Awareness Months with students participating in company tours, a 45-Day Career Awareness Course directly taught by B. Braun Medical Inc. staff for high school students, Summer Teacher Externships, summer career awareness camps, and numerous CareerLinking Academies involving students throughout the Lehigh Valley. These Academies provide career awareness, career planning and work readiness skills in regional targeted industry clusters targeted to high demand occupations in Science, Technology, Engineering and Math (STEM) disciplines.

Youth Workforce Coordinators based in CareerFORCE Centers within the high school setting were piloted bringing specialized knowledge and expertise in workforce development and youth engagement; placing the workforce system in a unique position to provide relevant and work-based programming for high school students.

Lehigh Valley’s Pathways to Career Paydays grant continues to connect businesses with school districts to promote job opportunities and career pathways, increases awareness of technical careers and skills required by employers, promotes career related experiences, adopts an employability credential, opens work-based learning activities for students, parents and educators, and establishes an educational resource center. The project aligns with Goal 4 of PA’s Workforce Development Plan to increase employer engagement, strengthen the connection of education, training and the economy, increase investments in critical skills and

increase jobs opportunities that pay. All initiatives are aligned to Pennsylvania Academic Standards for Career Education and Work: Career Awareness and Preparation 13.1, Career Acquisition 13.2, Career Retention and Advancement 13.3, and Entrepreneurship 13.4.

- **Identifies the adequacy of the key personnel on the grant to foster collaboration and implement programs (identify personnel by name and qualifications);**

Key personnel have proven expertise and experience in fostering collaboration and implementing programs in workforce development, business and education, and career pathways.

Nancy Dischinat serves as the Executive Director of the Workforce Board Lehigh Valley and the Lehigh Valley Business-Education Partnership. Nancy and the WBLV strategically designed an innovative workforce delivery system model which consistently meets all national and state performance standards, and is asked by state and federal officials to provide technical assistance to other Workforce Boards across the United States.

Cindy Evans serves as Youth Initiatives Director of the Workforce Board Lehigh Valley and the Lehigh Valley Business-Education Partnership. She is National Career Pathways Leadership Certified, a Professional in Human Resources (PHR), and conducts in-services and professional development for teachers.

A Project Coordinator, to be determined, will assist in the coordination and implementation of this grant.

### **CRITERION 3: POTENTIAL IMPACT AND SUSTAINABILITY**

- **Describes how proposed activities will help connect schools, employers and students to provide career-related experiences and exposure opportunities;**

The potential impact of ***Best Practices In Education!*** is that business and education needs within the region will be addressed through:

Pipeline development – The ***Best Practices In Education!*** and ***Good Frankie/Bad Frankie*** interview activities will provide learning to communications, journalism, television production, writing, strategic planning, technology, and project management, to name a few, focusing on careers and career pathways. Information and connections will be made to pre-apprenticeship, Registered Apprenticeships, skills training, earn and learn opportunities, credentials and certificates. All leading to career pathways in high-skilled jobs.

Increase occupational and technology skills – Teachers and students will connect with business and industry to gain a better understanding of the importance of technology and occupational skills in the workplace. Concurrently, business and industry will gain a better understanding of how occupational and technology skills are addressed in the classroom and the role business

can play in aligning business requirements to educational practices. Current and future workers need more and higher-level technology and occupational skills to be successful in the 21st century. Technology is changing the way workers do almost every job.

Employability skills – Students will be involved in the production of the **Good Frankie/Bad Frankie** interviews. Students modeling employability skills such as teamwork, dependability, reliability, appropriate dress, professionalism, listening and communication skills, attitudes and work habits, are aligned to the Pennsylvania Academic Standards for Career Education and Work: Career Awareness and Preparation 13.1, Career Acquisition 13.2, Career Retention and Advancement 13.3, and Entrepreneurship 13.4.

- **Identifies any certifications and/or credentials to be obtained by participants; and,**

Pennsylvania requires all school districts to have a K-12 School Counseling Plan as part of Chapter 339. Although this initiative is not geared toward industry-recognized certifications and credentials, it addresses the business and industry needs of employability skills, pipeline development, and provides career development resources for potential inclusion in school districts' 339 Plan.

A regional Certificate of Recognition will be provided by the Lehigh Valley Business-Education Partnership for participating and increasing business and industry interest in job shadowing, mentoring, internships, tours, and apprenticeships. The program will increase employer awareness about work-based learning, PA Career Education and Work Standards, and their role in increasing the employability skills of every student, and increasing awareness of **Best Practices In Education!**

All culminating in a free recording of **Help Me Rhonda!**

- **Identifies the degree to which the applicant ensures connection between local businesses and school districts to promote job opportunities, career pathways, and career exploration.**

The Lehigh Valley Business-Education Partnership (LVBEP), a subsidiary of WBLV, is the connector between business and Lehigh Valley's public education system, and is 100% committed to partnering with the WBLV on this initiative. The mission of LVBEP is to: Promote collaboration between business and education to foster productive citizenship, lifelong employability skills and economic development in the Lehigh Valley. Our objective is to collaborate with school districts to raise student achievement by aligning education with career preparation. Our tasks include forums on issues that ensure the success for all high school graduates and to implement and support a Lehigh Valley mentoring model program. **Does this help us Rhonda?**

The WBLV, by partnering with the PA Center for Workforce Information and Analysis (CWIA), serves as Lehigh Valley's clearinghouse for workforce intelligence, job and labor market data, and workforce analytics, providing a clear understanding of job opportunities, wages, workforce

trends, skills, targeted sectors, high priority/in-demand occupations, and much more, all ensuring education-business pipeline requirements are relevant and validated by data.

***Rock on Rhonda!***

The Greater Lehigh Valley Chamber of Commerce and its 5,000 members is strategically aligned with the WBLV to provide employers from targeted industry sectors in high priority occupations focusing on their career pathways, credentials, skills attainment, training and jobs for this initiative. The Chamber has agreed to serve as our Intermediary to business and industry for this initiative.

The PA Bureau of Apprenticeship and Training is aligned with the WBLV through the state's Director of the Apprenticeship and Training Council to ensure availability of pre-apprenticeship information and facilitate the connection and implementation of Registered Apprenticeships. PA CareerLink® Lehigh Valley is trained and engaged in presenting the Registered Apprenticeships model to business and industry, community colleges, and career and technical schools. Apprenticeship materials are available to Occupational Advisory Committees and guidance counselors, aligned to the Pennsylvania Academic Standards for Career Education and Work: Career Awareness and Preparation 13.1, Career Acquisition 13.2, Career Retention and Advancement 13.3, and Entrepreneurship 13.4.

The Lehigh Valley Building and Trades Council ensures connections to Lehigh Valley public education system by highlighting pre-apprenticeships, apprenticeships, and career pathways in the skilled trades.

The Society for Human Resource Management/Lehigh Valley Chapter and its 900 members is a strategic partner in providing real-world career exploration, career pathways, employability skills, education and skills, and work-based learning leading to high priority, high paying job opportunities.

- **Describes how the partnership has the capacity to and will track and report on program data, such as metrics on recruitment, participation, accomplishments, impact and related activities of the partnership.**

The WBLV, serving as lead applicant and fiscal agent, has the proven capacity to track and report on program data and metrics, with expertise built upon years of experience with numerous grant initiatives. WBLV's duties include oversight, governance, fiscal administration, contracting, monitoring, evaluation, accounting controls, overall strategic direction and evaluation of programs. The Board's fiscal process follows federal and state fiscal and accounting regulatory standards. The WBLV has consistently met all national and state performance standards and has strategically developed an innovative workforce delivery system model.

#### **CRITERION 4: FISCAL STANDARDS**

- **Include a statement of financial health to include any monitoring or audit finding for the past 2 years and status of corrective action taken to resolve.**

The Workforce Board Lehigh Valley (WBLV) maintains a strong financial position through the effective administration of grant funding received primarily through the Commonwealth of Pennsylvania. While the WBLV, by its nature as a grant administrator, does not have a large fund balance in its general fund, it has shown positive operating results by adding to its fund balance each of the 6 years it has existed. The WBLV has not experienced any significant losses during its history. The WBLV maintains a positive net position (net worth on the accrual basis of accounting) and that net position is over 4% of total expenditures for the year ending June 30, 2017. The WBLV has not had any audit findings and no corrective action plan has been required.

The WBLV is monitored annually by the Pennsylvania Department of Labor and Industry/ Bureau of Workforce Development Administration and has had no monitoring findings for the past two years.