

# CITY OF LOS ANGELES

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CALIFORNIA

ECONOMIC AND WORKFORCE  
DEVELOPMENT DEPARTMENT



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LOS ANGELES, CA 90071

KAREN BASS  
MAYOR

September 6, 2024

Council File Number:  
Council Districts:  
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The Honorable Karen Bass  
Mayor, City of Los Angeles  
Room 303, City Hall

City Council  
c/o City Clerk  
Room 395, City Hall

Attention: Heleen Ramirez, Legislative Coordinator

**TRANSMITTAL: AUTHORITY TO (1) ACCEPT GRANT AND ESTABLISH APPROPRIATIONS OF \$20.9 MILLION IN FUNDING FROM THE OFFICE OF THE GOVERNOR'S CALIFORNIA VOLUNTEERS FOR THE CALIFORNIANS FOR ALL YOUTH (CFAY) SERVICE CORPS PROGRAM CYCLE 2.0, (2) APPROVE NEW INTERIM RESOLUTION POSITIONS AND CONTINUE GRANT POSITION EXEMPTIONS (LACC 1001(d)(4)), AND (3) REAPPROPRIATE FUNDS TO CLOSEOUT PROJECTS FOR THE CFAY CYCLE 1 GRANT.**

Pursuant to the Los Angeles Administrative Code, Division 14, Section 14.7, the Economic and Workforce Development Department, in collaboration with the Mayor's Office of Economic Opportunity (MOEO), requests authority from the Los Angeles City Council, subject to Mayor's approval, to accept grant funds in the amount of \$20,891,978 from the State of California, Office of the Governor's California Volunteers to implement 17 Youth Workforce Development projects as part of the Californians for All Youth (CFAY) Service Corps Program for a grant term between October 1, 2024 through December 31, 2025 (15 months).

In addition, the EWDD General Manager request authority by resolution for three (3) new interim positions to be fully reimbursed by the CFAY Cycle 2 grant funds that will accelerate program support, expense reimbursements, and Youth placement, and also continue eleven (11) exemptions, including one (1) of the new resolution authorities requested herein, from the existing CFAY Cycle 1 grant funded positions from classified civil service authority pursuant to the Los Angeles Charter Code Section 1001(d)(4), subject to the Board of Civil Service Commission approval. Further, authority is requested to re-appropriate funds and correct over/under-appropriation from CFAY Cycle 1 grant (expires on September 30, 2024) to close out projects and reimburse sub-recipients and City departments.

In brief, the CFAY Cycle 2 will provide transitional work and additional employment-based social services to approximately 1,682 Youth between the ages of 16 and 30 within a 15 month grant term period spanning across 17 projects, such as the: Angeleno Corps; Clean LA; LA River Rangers; City Pathways; City Pathways for Youth and to Childcare; Student to Student Success; Summer Night Lights; LA Rise Youth Academy, etc. The Workforce Development

Boad (WDB) Executive Committee approved its Plan Year 2024-25 Annual Plan on May 23, 2024, which included the creation of a new fund, recognition of this new grant award of \$20.9 million and its receivable, and appropriations from the CFAY Cycle 2 grant (CF No. 24-0643, Att. 5 Controller Inst., Rec 8; a separate acceptance report will be submitted to the WDB as soon as practical).

# RECOMMENDATION:

That the City Council take the following actions:

1. AUTHORIZE the Mayor, or designee, to:
  - a. ACCEPT a grant award up to \$20,891,978 from the State of California, Office of the Governor's California Volunteers to provide transitional work and employment-based social services for City of Los Angeles Youth and Young Adults ages 16 through 30 for a grant period of 15 months; and
  - b. EXECUTE an agreement with Office of the Governor's California Volunteers in an amount not to exceed \$20,891,978 for the CFAY Cycle 2 grant.
2. APPROVE the funding allocation as outlined in Transmittal 1 of this report.
3. AUTHORIZE by resolution the following three (3) new interim positions and continue ten (10) positions to be employed in the Economic and Workforce Development Department, to support the CFAY grant administration/implementation and related projects, subject to allocation of three (3) new interim positions and exemption approval of seven (7) positions by the Board of Civil Service Commissioners in accordance with Charter Section 1001(d)(4) based on the positions being grant-funded for a term of no more than two years, which may be extended for one additional year, for a maximum exemption period of three years:

Exemption Request	Class Code	Position Title (Classification)	Position Count	Re-Exemption Request
N/A *	9171-2	Senior Management Analyst II (New)	1	-
N/A *	9171-1	Senior Management Analyst I (New)	1	-
New	1537-0	Project Coordinator (New)	1	1
N/A *	1513-0	Accountant	2	-
N/A *	1525-2	Principal Accountant II	1	-
N/A *	1517-2	Auditor II	1	-
Continue	1538-0	Senior Project Coordinator	1	1
Continue	1537-0	Project Coordinator	2	2
Continue	1546-0	Senior Project Assistant	1	1
Continue	1546-0	Senior Project Assistant (YSC)	2	2
<b>TOTAL</b>			<b>13</b>	<b>7</b>

\*Exemption not requested due to Civil Service Classification as a new or existing on or off-budget hire.

4. AUTHORIZE by resolution the continuation of the following two (2) positions to be employed in the Board of Public Works, to provide management and support for the CFAY projects, including the Clean LA, LA River Rangers, and LA Community Composting and Food Recovery Projects, and overall grant administration and implementation at the Board of Public Works, subject to exemption by the Board of Civil Service Commissioners in accordance with Charter Section 1001(d)(4) based on the positions being grant-funded for a term of no more than two years, which may be extended for one additional year, for a maximum exemption period of three years:

Exemption Request	Class Code	Position Title (Classification)	Position Count	Re-Exemption Request
Continue	9134-0	Principal Project Coordinator	1	1
Continue	1537-0	Project Coordinator	1	1
<b>TOTAL</b>			<b>2</b>	<b>2</b>

5. AUTHORIZE by resolution the continuation of one (1) Project Assistant, Classification Code 1542-0, to be employed in the Community Investment for Families Department to support the Teen Parents Prosper Project, subject to exemption by the Board of Civil Service Commissioners in accordance with Charter Section 1001(d)(4) based on the position being grant-funded for a term of no more than two years, which may be extended for one additional year, for a maximum exemption period of three years.
6. AUTHORIZE by resolution the continuation of one (1) Project Coordinator, Classification Code 1537-0, to be employed in the Youth Development Department to support CFAY coordination, subject to exemption by the Board of Civil Service Commissioners in accordance with Charter Section 1001(d)(4) based on the positions being grant-funded for a term of no more than two years, which may be extended for one additional year, for a maximum exemption period of three years:
7. AUTHORIZE by resolution the continuation of the following three (3) positions to be employed in the Department of Recreation and Parks, to provide management and support for the CFAY projects, including the City Pathways for Youth, City Pathways to Childcare, and the Summer Night Lights Projects:

Exemption Request	Class Code	Position Title (Classification)	Position Count	Re-Exemption Request
N/A *	1537-0	Project Coordinator	1	1
N/A *	1542-0	Project Assistant	2	2
<b>TOTAL</b>			<b>3</b>	<b>3</b>

\* RAP requested to pursue the exemption process via a separate RAP report.

8. AUTHORIZE the General Managers of the Economic and Workforce Development Department, Department of Recreation and Parks, General Services Department, Community Investment for Families Department, and the President of the Board of Public

Works, or each of their respective designee(s), to negotiate and execute new contract(s) or contract amendment(s) with the proposed service providers (sub-recipients) as detailed in Transmittal 2 of this report to implement the CFAY Cycle 2 grant, subject to the review and approval of the City Attorney as to form and legality, and compliance with the City's contracting requirements.

9. AUTHORIZE the General Manager of the Economic and Workforce Development Department, or designee, to serve as grant administrator for the CFAY Cycle (Round) 2 grant and to receive, deposit, and transfer grant funds to the new "Californians for All Youth Jobs Corps Cycle 2 Grant Fund No. TBD/Dept. 22," established elsewhere in these instructions.

10. AUTHORIZE the Controller to:

- a. Establish/Create a new interest-bearing fund titled "Californians for All Youth Jobs Corps Grant - Cycle 2" Fund No. TBD, which shall be managed and administered by the Economic and Workforce Development Department;
- b. Establish and increase receivable account from the State of CA by \$20,891,978;
- c. Transfer appropriations as approved in the Workforce Development Plan Year 2025 Annual Plan to new established accounts within the newly established CFAY Youth Jobs Corps Grant - Cycle 2 Fund No. TBD as follows:

**From:**

Account	Account Name	Amount
22A6AA	Angeleno Corps	\$ 4,943,095
22A6AY	Automotive and Warehouse & Toolroom Worker Internship	98,769
22A6AB	Clean LA	2,792,459
22A6AC	Early Childhood Education Student Advancement	1,157,232
22A6AF	LA City Pathways	1,345,379
TBD	LA City Pathways for Youth	1,502,203
22A6AG	LA Community Composting/Food Recovery	474,107
22A6AH	LA RISE Youth Academy	1,094,789
22A6AI	LA River Rangers	2,366,925
22A6AK	Student to Student Success	1,263,207
22A6AL	Summer Night Lights	1,295,252
22A6AM	Teen Parent Prosper	554,095
22A6AN	Youth & Community Harvest Internships	262,378
22A6AV	Digital Ambassador	574,361
22A6AW	NE Trees: Operation Flame Wildland Firefighting Academy	441,617
TBD	LA City Pathway to Childcare	346,460
TBD	Senior Hospitality Internship for LA Youth	266,351
22A6AP	Program Evaluation and Project Planning	113,299
	<b>Total</b>	<b>\$20,891,978</b>

**To:**

Account	Account Name	Amount
22A6AA	Angeleno Corps	\$ 4,385,386
22A6AY	Automotive and Warehouse & Toolroom Worker Internship	30,773
22A6AB	Clean LA	2,438,640
22A6AC	Early Childhood Education Student Advancement	1,179,893
22A6AF	LA City Pathways	928,831
TBD	LA City Pathways for Youth	1,200,852
22A6AG	LA Community Composting/Food Recovery	248,580
22A6AH	LA RISE Youth Academy	776,816
22A6AI	LA River Rangers	2,058,259
22A6AK	Student to Student Success	1,651,381
22A6AL	Summer Night Lights	1,100,299
22A6AM	Teen Parent Prosper	437,784
22A6AN	Youth & Community Harvest Internships	176,527
22A6AV	Digital Ambassador	455,900
22A6AW	NE Trees: Operation Flame Wildland Firefighting Academy	337,242
TBD	LA City Pathway to Childcare	377,706
TBD	Senior Hospitality Internship for LA Youth	180,572
TBD	CFAY Project Coordination and Delivery	585,978
TBD	Outreach and Recruitment	251,361
22A622	Reserved for EWDD Oversight	2,089,198
	<b>Total</b>	<b>\$20,891,978</b>

- d. Establish new accounts within the newly established “Californians for All Youth Workforce Development Grant - Cycle 2” Fund No. TBD/22 and transfer appropriations as follows:

Account	Account Name	Amount
From:		
TBD	Project Coordination	472,679
22A622	Reserved for EWDD Oversight	2,089,198
	<b>Total</b>	<b>\$2,561,877</b>
To:		
22A112	City Attorney	12,175
22A122	Economic and Workforce Development	1,698,152
22A166	Personnel	6,784
22A299	Reimbursement of General Fund Costs *	844,766
	<b>Total</b>	<b>\$2,561,877</b>

\* 22A299 - Breakdown by City Department

Department	Amount
Economic and Workforce Development	834,215
City Attorney	6,182
Personnel	4,369
<b>Total</b>	<b>844,766</b>

- e. Increase appropriations within the Economic and Workforce Development Department Fund No. 100/22, as follows:

Account	Account Name	Amount
001010	Salaries General	\$1,518,860
001070	Salaries As Needed	13,562
001090	Overtime General	571
002120	Printing and Binding	138
002130	Travel	292
003040	Contractual Services	40,811
003310	Transportation	24
003340	Water and Electricity	1,619
006010	Office and Administrative	11,915
006020	Operating Supplies	14,684
006030	Leasing	95,676
	<b>Total</b>	<b>\$1,698,152</b>

- f. Increase appropriations within City Attorney Fund No. 100/12, Account No. 001010, Salaries General, in the amount of \$12,175;
- g. Increase appropriations within the Personnel Department Fund No. 100/66, Account No. 001010, Salaries General, in the amount of \$6,784;
- h. Establish a new account within the newly established "Californians for All Youth Jobs Corps Grant - Cycle 2" Fund No. TBD/22 and transfer appropriations as follows:

Account	Account Name	Amount
From:		
22A6AM	Teen Parent Prosper	\$137,557
	<b>Total</b>	<b>137,557</b>
To:		
22A121	Community Investment for Families	82,296
22A299	Reimbursement of General Fund Costs	55,261
	<b>Total</b>	<b>\$137,557</b>

- i. Increase appropriations within the Community Investment for Families Department Fund No. 100/21 as follows:

Account	Account Name	Amount
001010	Salaries	\$ 82,296
	<b>Total</b>	<b>\$ 82,296</b>

- j. Authorize the Community Investment for Families Department (CIFD) via EWDD to expend up to \$300,227 for allowable participant wages, fringe benefits, and supportive services within the CFAY Fund No. TBD/22/Account 22A6AM, and for EWDD to reimburse salary and related cost expenses to CIFD upon presentation of proper documentation by CIFD;

- k. Establish a new account within the newly established "Californians for All Youth Jobs Corps Grant - Cycle 2" Fund No. TBD/22 and transfer appropriations as follows:

Account	Account Name	Amount
From:		
22A6AB	Clean LA	\$2,438,640
22A6AI	LA River Rangers	2,058,259
22A6AG	LA Community Composting/Food Recovery	248,580
	<b>Total</b>	<b>\$4,745,479</b>
To:		
22A174	Board of Public Works	\$4,476,994
22A299	Reimbursement of General Fund Costs	268,485
	<b>Total</b>	<b>\$4,745,479</b>

- l. Increase appropriations within the Board of Public Works Fund No. 100/74 as follows:

Account	Account Name	Amount
001010	Salaries	\$ 265,944
003040	Contractual Services	4,211,050
	<b>Total</b>	<b>\$4,476,994</b>

- m. Authorize the Board of Public Works to expend up to \$4,211,050 for allowable participant wages, fringe benefits, and supportive services within the Board of Public Works Fund No. 100/74, Account No. 003040, Contractual Services, and for EWDD to reimburse expenses upon presentation of proper documentation by the Board of Public Works;
- n. Establish a new account within the newly established "Californians for All Youth Jobs Corps Grant - Cycle 2" Fund No. TBD/22 and transfer appropriations as follows:

Account	Account Name	Amount
From:		
TBD	LA City Pathways for Youth	1,200,852
TBD	LA City Pathway to Childcare	377,706
22A6AL	Summer Night Lights	1,100,299
	<b>Total</b>	<b>\$2,678,857</b>
To:		
22A188	Recreation and Parks	\$2,593,425
22A299	Reimbursement of General Fund Costs	85,432
	<b>Total</b>	<b>\$2,678,857</b>

- o. Increase appropriations within the Department of Recreation and Parks Fund No. 100/88 as follows:

Account	Account Name	Amount
001010	Salaries	\$370,227
	<b>Total</b>	<b>\$370,227</b>

- p. Establish a new account within the Recreation and Parks Grant Fund No 205/89 for CFA Youth Jobs Corps – Cycle 2 and appropriate as follows:

Account	Account Name	Amount
TBD	LA City Pathways for Youth	1,029,892
TBD	LA City Pathway to Childcare	255,241
TBD	Summer Night Lights	938,066
	<b>Total</b>	<b>\$2,223,199</b>

- q. Reimburse up to \$2,678,857 from the newly established “Californians for All Youth Jobs Corps Grant - Cycle 2” Fund No. TBD/22/22A188 and 22A299, to the Department of Recreation and Parks Fund 205/89, Account No(s). TBD, upon presentation of proper documentation by RAP to EWDD;
- r. Authorize the Department of Recreation and Parks (RAP) to expend up to \$2,223,199 for allowable participant wages, fringe benefits, and supportive services within the Recreation and Parks Grant Fund No. 205/89, Account Nos. TBD, Youth Jobs Corps CFAY Cycle 2;
- s. Establish a new account within the newly established “Californians for All Youth Jobs Corps - Cycle 2” Fund No. TBD/22 and transfer appropriations as follows:

Account	Account Name	Amount
From:		
TBD	CFAY Project Coordination and Delivery	\$113,299
	<b>Total</b>	<b>\$113,299</b>
To:		
22A119	Youth Development Department	\$ 51,946
22A299	Reimbursement of General Fund Costs	61,353
	<b>Total</b>	<b>\$113,299</b>

- t. Increase appropriations within the Youth Development Department Fund No. 100/19 as follows:

Account	Account Name	Amount
001010	Salaries	\$51,946
	<b>Total</b>	<b>\$51,946</b>

- u. Establish a new account within the newly established “Californians for All Youth Jobs Corps Grant - Cycle 2” Fund No. TBD/22 and transfer appropriations as follows:

Account	Account Name	Amount
From:		
22A6AY	Automotive and Warehouse & Toolroom Worker Internship	\$2,200
	<b>Total</b>	<b>\$2,200</b>
To:		
22A140	General Services Department	\$2,200
	<b>Total</b>	<b>\$2,200</b>



- v. Increase appropriations within the General Services Department Fund No. 100/40 as follows:

Account	Account Name	Amount
003040	Contractual Services	\$1,700
006020	Operating Supplies	500
	<b>Total</b>	<b>\$2,200</b>

- w. Authorize the General Services Department (GSD) via EWDD to expend up to \$28,573 for allowable participant wages, fringe benefits, and supportive services within the CFAY Fund No. TBD/22/Account 22A6AY, and for GSD to expend up to \$2,200 for allowable participant cost, such as work boots, training certification cost, and operating supplies within the GSD Fund No. 100/40, Account No. 003040, Contractual Services and 006020, Operating Supplies, and for EWDD to reimburse expenses upon presentation of proper documentation by GSD;
- x. Establish a new account within the newly established "Californians for All Youth Jobs Corps Grant - Cycle 2" Fund No. TBD/22 and transfer appropriations as follows:

Account	Account Name	Amount
From:		
22A6AA	Angeleno Corps	\$231,078
22A6AK	Student to Student Success	136,252
	<b>Total</b>	<b>\$367,331</b>
To:		
22A146	Mayor	\$187,471
22A299	Reimbursement of General Fund Costs	179,860
	<b>Total</b>	<b>\$367,331</b>

- y. Increase appropriations within the Mayor's Office Fund No. 100/46 as follows:

Account	Account Name	Amount
001010	Salaries	\$187,471
	<b>Total</b>	<b>\$187,471</b>

11. AUTHORIZE the General Manager of the Economic and Workforce Development Department, or designee, to transfer and increase (decrease) appropriations within the Californians for All Youth Workforce Development Cycle 1 Fund No. 65N/22, including the authority to re-appropriate and/or increase (decrease) appropriations as identified by EWDD to close out the Californians for All Youth Grant Cycle 1, as follows:

- a. Transfer of appropriations:

Account	Account Name	Amount
From:		
22V205	Recreation and Parks	119,749
	<b>Total</b>	<b>\$119,749</b>
To:		
22Y6AW	NET: Operation Flame Wildland Firefighting Training Academy	67,679
22A121	Community Investment for Families	52,070
	<b>Total</b>	<b>\$119,749</b>

b. Increase (decrease) of appropriations:

Account	Account Name	Amount
22V6AC	Early Childhood Education Student Advancement	(\$ 500,000.00)
22Y6AC	Early Childhood Education Student Advancement	(60,000.00)
22V6AF	LA City Pathways	(1,440,000.00)
22Y6AF	LA City Pathways	(212,667.39)
22Y6AK	Student to Student Success	(698,703.48)
	<b>Total</b>	<b>(\$2,911,370.87)</b>

12. AUTHORIZE the General Manager of the Economic and Workforce Development Department, or designee, to prepare any necessary technical adjustments, subject to the approval of the City Administrative Officer, and instruct the Controller to implement the instructions.

**TRANSMITTALS:**

1. CFAY Cycle/Round 2 Funding Allocation by Project;
2. CFAY Cycle/Round 2 Contract List of Service Providers (Sub-Recipients); and
3. CFAY Cycle/Round 1 Program Evaluation Results Report coordinated by the Youth Development Department (YDD).

**BACKGROUND**

In Fiscal Year 2021-2022, the City of Los Angeles (City) was awarded \$53.9 Million in two-year funding from the State of California, Office of the Governor's California Volunteers to expand youth workforce development programs through the Californians For All Youth (CFAY) initiative. This initiative provided and continues to provide paid transitional work experience and employment-based social services to youth between the ages of 16 to 30. California Volunteers, the State Service Commission for California, is responsible for engaging Californians in service, volunteering, and civic action to address the state's most pressing challenges and uplift all communities. The CFAY Jobs Corps (to be renamed as Youth Service Corps) united youth across the state to address urgent challenges in their communities while simultaneously learning key skills and earning money to prepare for future careers. The CFA Youth Jobs Corps has three primary goals/outcomes:

1. Increase Youth/Young Adult Employment;
2. Develop Youth/Young Adult Career Pathways; and
3. Strengthen City/Community Capacity to Address Key Areas of Food insecurity, Climate, and COVID-19 recovery.

In partnership with the Mayor's Office of Economic Opportunity (MOEO), City departments, and community-based organizations, the City has recruited, trained, and placed high need youth in new youth workforce development programs. The CFAY programming has increased the department's youth employment and career pathways efforts and has strengthened the City's capacity to address key areas of COVID-19 recovery, food insecurity, and climate action.

Through the CFAY Cycle 1 (Round 1) grant initiative, since inception (July 2022) through July 2024 (note: CFAY Cycle 1 grant expires September 30, 2024), the City has:

- Enrolled/Placed more than 3,600 youth and young adults into work experience programs;
- Partnered with 23 sub-recipients (i.e., service providers, non-profit organization, community-based organizations, etc.);
- Expended approximately \$37.1 Million of the \$53.9 Million as of June 2024, inclusive of the \$26.7 Million claimed to the State of CA as of March 2024; and
- Submitted claims/bills to the State of California at an aggregate amount of approximately \$26.7 Million yet City has only been reimbursed approximately \$8.7 million (July 2022 - June 2023) with the remaining \$18 million not yet reimbursed (July 2023 – March 2024).

MOEO and EWDD continue to collaborate with and encourage the State of CA to swiftly complete its review/audit of submitted claims to expedite reimbursement up to \$18 Million owed to the City.

### CFAY CYCLE 1 OBJECTIVES

The CFA Youth Jobs Corps initiative is led by the Mayor's Office of Economic Opportunity with the EWDD as the City's fiscal and administrative lead/agent. The initiative is further supported by five city departments and one public agency, the: (1) Board of Public Works (BPW); (2) Community Investment for Families Department (CIFD); (3) General Services Department (GSD); (4) Department of Recreation and Parks (RAP); (5) Youth Development Department (YDD), and (6) Housing Authority of the City of Los Angeles (HACLA). In total, seven (7) city departments, (1) public agency, and 23 sub-recipients/service providers (excludes supply vendors and subcontractors with RAP, YDD, and HACLA) support and implement various components/projects of the CFAY Cycle 1/Round 1 Youth Jobs Corps program.

The following table 1 provides a comparison breakdown of youth enrollment goal and actual data totaling 3,653 Youth enrolled delineated by 16 active projects:

**Table 1: Californians For All Youth Service Corps Program Cycle 1  
2-Year Performance Data  
July 1, 2022 - July 25, 2024**

Program (PY 2022-24)	Enrollment Goal	Actual Enrollment
1. Angeleno Corps	800	750
2. City Pathways for Youth	230	231
3. Clean LA	200	112
4. City Pathways	200	230
5. Community Harvest	125	71
6. Digital Ambassadors	31	44
7. Early Childhood Education Student Advancement	225	211
8. Edible Food Waste Recovery	3	11
9. LA Community Composting	12	11

<b>10. LA Rise Youth Academy</b>	526	535
<b>11. LA River Rangers</b>	127	79
<b>12. South LA Non-profit Apprenticeship Program</b>	60	66
<b>13. Student 2 Student</b>	1020	1187
<b>14. Summer Night Lights</b>	317	28
<b>15. Teen Parent Prosper</b>	40	33
<b>16. Wildland Firefighting Training Academy</b>	58	54
<b>PY 22-24 Grand Total</b>	<b>3,974</b>	<b>3,653</b>

## CFAY CYCLE 1 PROGRAM EVALUATION RESULTS

The City's Youth Jobs Corps initiative underwent a comprehensive program evaluation covering its first two years of implementation. The evaluation study, led by the Youth Development Department, was conducted through a detailed assessment process involving data collection, analysis, and reporting. In accordance with the City procurement guidelines, research contractors Social Policy Research Associates and California State University, Northridge, were responsible for executing the evaluation tasks, including the collection of relevant data, thorough analysis, and the preparation of the final report.

In April 2024, the YDD released the CFAY Cycle 1 Program Evaluation Report that encapsulates findings derived from project site visits, individual interviews with Youth Jobs Corps members, and surveys completed by over 1,500 youth and program partners (see Transmittal 3 for full CFAY Cycle 1 Program Evaluation Report). The evaluation encompassed four components to ensure a holistic assessment of the program's impact and effectiveness, which included:

1. An implementation study, including site visits, staff and participant interviews, and participant focus groups;
2. A participatory evaluation with Corps members;
3. An outcome analysis; and
4. An impact analysis utilizing participant surveys collected at three time points, a program partner survey, and a comparison group survey.

Overall, the program was implemented largely as intended, and as of April 2024 had enrolled more than 3,000 Youth Jobs Corps members. Service providers felt they gave Corps members meaningful opportunities for personal development, financial resources, and heightened interest in public service. Corps members reported a high level of satisfaction with their overall experience in the program, encompassing both the work experience and the support received from the program. Corps members reported developing both hard and soft skills during their work placements, thereby enhancing their overall career readiness. These skills included communication, teamwork, leadership, administrative tasks, attention to detail, and industry-specific knowledge. Through practical experience in various work environments, Corps members gained confidence in their abilities and felt better prepared for future employment. Corps members exhibited statistically significantly lower levels of unemployment and higher levels of job quality three months after program completion compared to the comparison group. Among those who were unemployed at the time of the survey, 61% planned to secure employment within two months.

Corps members also reported developing an interest in pursuing careers in public service or with the City government due to their positive experiences in their respective local projects. They recognized the potential for long-term career opportunities and job mobility within City departments, highlighting the initiative's influence on shaping their career aspirations. Additionally, Corps members indicated that the program positively impacted their motivation to pursue further education and expanded their understanding of career pathways. Moreover, youth and young adults who participated in the program felt a stronger connection to their community than non-participating youth, and Corps members reported a significant increase in their sense of community connection by the program's end compared to its beginning.

The evaluation also identified several areas for potential improvement. Many of these suggestions were highlighted by Corps members who participated in the participatory evaluation, providing detailed feedback about their experiences and potential enhancements. For instance, Corps members recommended that program administrators collaborate more closely with worksites to clearly define job roles before placements begin, ensuring participants are not required to adapt to tasks beyond their initial training. Additionally, while the program aims to align participant interests with specific work experiences, youth suggested that efforts be made to better match participants with worksites that align with their interests and strengths. Furthermore, Corps members proposed the integration of a system for participants to evaluate worksites throughout the program, facilitating continuous improvement.

The analysis concentrated on the implementation of projects supported by the CFAY and experiences of Corps members. It specifically addressed their perceptions of the outreach and application process, worksite placements, project quality, and outcomes. By engaging with Corps members and project staff, the findings provide valuable insights into the initiative's strengths and areas for improvement, underscoring the importance of incorporating youth voices in shaping future program development and implementation.

## **CFAY CYCLE 2 OBJECTIVES**

The second cycle of funding through the Californians For All (CFA) Youth Jobs Corps initiative will include 17 projects (see Transmittal 1 for full list) and serve 1,682 youth and young adults during the 2024-2025 performance period of October 1, 2024, through December 31, 2025. The projects differ in size and scope to offer LA youth and young adults a variety of employment opportunities and career pathways, aligned with the focus areas and core goals identified by California Volunteers. The Los Angeles Youth Jobs Corps program design includes:

- Seven (7) Public Service projects;
- Three (3) Education projects;
- Two (2) Climate Emergency/Response projects; and
- Two (2) Food Insecurity projects;
- One (1) Education, Outreach, and Recruitment project; and
- Three (3) digital divide projects at public housing sites, including rapid employment and housing support to unhoused youth, and combine job training with wraparound services for parenting teens.

Projects supported through this grant include new and existing initiatives in various stages of implementation, which all will continue to build upon long-standing partnerships between City agencies and community-based organizations to bring transformative change to the lives of LA's youth. The program design will entail one summer employment program (Summer Night Lights).

The City family, including the Mayor's Office of Economic Opportunity, EWDD, and several City departments, work in close partnership with the broader youth workforce development system to address the needs of young people through participant recruitment, program implementation, and case management. Key partners include, but not limited to the: City's network of YouthSource Centers, FamilySource Centers, and WorkSource Centers; Los Angeles Unified School District (LAUSD); Los Angeles Community College District (LACCD); HACLA; Los Angeles Conservation Corps; Los Angeles Performance Partnership Pilot (LAP3), a consortium of multiple service providers across Los Angeles; and various other non-profit organizations. All partner organizations have significant experience working with the City of Los Angeles in delivering services to L.A. youth and young adults facing high barriers to employment. Therefore, this report requests approval to authorize the General Managers of the EWDD, RAP, GSD, and CIFD, and the President of the BPW, or each of their respective designee(s), to negotiate and execute new contract(s) or contract amendment(s) with the proposed service providers, subject to the review of the City Administrative Officer and the review and approval of the City Attorney as to form and legality, and compliance with the City's contracting requirements, to implement the CFAY Cycle 2 as envisioned and proposed to the State of California (see Transmittal 2).

Attachment 2 provides a list of all known service providers (grant sub-recipients) as of this report, which could be amended to include other service providers during the grant life implementation of the CFAY Cycle 2 and/or through the Workforce Development Board's Annual Plans and Carry-In Reports (forthcoming), subject to Mayor and City Council future approval.

## **CFAY CYCLE 2 BUDGET/FUNDING ALLOCATION**

Programming for the CFA Youth Jobs Corps program funding will begin October 1, 2024, and end on December 31, 2025. The total grant is \$20,891,978, of which 10% or \$2,089,198 is approved for grant administration and oversight with the remaining amount of \$18,802,745 designated for program administrative, delivery and support services. The total goal number of Youth Enrollment is set at 1,682 with a participant hourly wage rate at or between \$17.28 per hour up to \$25.00 per hour (rate dependent on the project scope/nature of work and work experience duration), spanning across the various proposed 17 projects, including funding for enhanced outreach and recruitment efforts to increase/expedite enrollment/placement.

In brief, the following CFAY Cycle 2 projects below builds on innovative projects and programs implemented by City departments to help increase access to economic opportunity for high-barrier youth in the City (see Transmittal 1 for brief description, Youth enrollment, and funding):

1. Angeleno Corps;
2. Automotive and Warehouse Toolroom;
3. City Pathways;
4. City Pathways for Youth;
5. City Pathways to Childcare;
6. Clean LA;
7. Digital Ambassadors;
8. Early Childhood Education Student Advancement;
9. LA Community Composting & Food Recovery;
10. LA Rise Youth Academy;
11. LA River Rangers;
12. Operation Flame Wildland Firefighting Training Academy;
13. Senior Hospitality Program for Youth;

14. Student 2 Student Success;
15. Summer Night Lights;
16. Teen Parent Prosper; and
17. Youth and Community Harvest.

## CFAY CYCLE 2 METRICS

The City is required to report the following metrics on a quarterly and annual basis to California Volunteers in a format and method to be specified by California Volunteers. Based on the 17 projects described in the previous section, the following metrics will be reported:

- Number of youths participating in program;
- Number of youths employed in each focus area;
- Number of youths enrolled in youth workforce program;
- Number of youths completing youth workforce program;
- Number of youths participating in summer program (if applicable); and
- Average wage and hours worked of participants across the program.

Furthermore, City projects will engage with low-income youth populations citywide. Youth placement goals will be in place for all CA Volunteer programs using the current Area Planning Commission (APC) data on poverty based on 2022 US Census Data. Table 2 below provides estimated City Percent of People in Poverty and the target enrollment goal, at parity, to engage low-income youth. Establishing a baseline percentage of City residents in poverty, EWDD used the APC data of total City population of approximately 3.9 million and total People in Poverty at approximately 634,000 – or an aggregate 16.33% of people in poverty with South Los Angeles as the regional area with the highest percent followed by the Central Los Angeles regional area. The enrollment goal is based on this percent of representation by region/area.

Table 2: Proposed Work Experience Slot Allocations (Enrollment Goal) by Region Area Planning Commission (APC) Percent of People in Poverty in the City

Area	Estimated City Percent of People in Poverty	Enrollment Goal
South Los Angeles	27.9%	469
Central Los Angeles	20.8%	349
South San Fernando Valley	16.2%	272
North San Fernando Valley	14.5%	244
East Los Angeles	9.5%	160
West Los Angeles	6.2%	105
Harbor	4.9%	83
<b>TOTAL</b>	<b>100%</b>	<b>1,682</b>

## **CFAY CYCLE 2 PROGRAM ADMINISTRATION AND STAFFING**

The CFAY Cycle 2 grant provides 10% in administrative cost (salaries and related cost) reimbursement for services related to grant oversight (management and administration), staff supervision, subcontract (sub-recipient) monitoring, strategic planning, grant performance and financial tracking and reporting, and meeting/conference/training attendance at an amount not to exceed \$2,089,198. In addition, CFAY Cycle 2 grant provisions allow for reimbursements for project management administrative cost (i.e., salaries and related cost) to implement the proposed 17 projects, which excludes allocations for participant (Youth) wages, participant fringe benefits, and wrap-around support services and operational cost (program delivery), at a total of \$2,080,954. Combined, this represents about 20% (or \$4.17 million) of the overall grant amount for grant administrative cost and project delivery administration/direct support. It is anticipated that City departments will not exceed their 15-month allocated budget and manage their hiring and costs to yield savings, if needed, to stay within each respective budget allocation.

To implement the CFAY Cycle 2, this report recommends three (3) new interim resolution authorities to be employed at EWDD and the re-affirmation to continue twenty-six (26) existing full and part-time positions to be deployed at various City departments - Mayor's Office, EWDD, RAP, CIFI, YDD, GSD, and BPW. Of these twenty-six (26) existing positions, eleven (11) position will need to be re-exempted by the Board of Civil Service Commission since prior exemption approvals were secured between June 2022 - December 2022 and now at or about to reach the two year grant exemption approval limit (note: some positions exempted for 3 years while others do not require exemption approval since new or existing hires are in Civil Service Classifications). Therefore, in total, EWDD is requesting to re-exempt eleven (11) positions, if approved by the City Council and Mayor, by the Board of Civil Service Commissioners in accordance with Los Angeles City Charter Section 1001(d)(4) based on the positions being grant-funded for a term of no more than two years, which may be extended for one additional year, for a maximum exemption period of three years (see Table 3 below). The re-exemption process will allow City departments to retain those individuals currently filling the grant role (position) and when needed, to back-fill and recruit for these positions should any become vacant between October 1, 2024, through December 31, 2025, or beyond if a grant term extension is needed/authorized.

In brief, these positions will provide project support, implement projects, monitor progress, track and report expenditures, handle participant (Youth) referrals, and track and report enrollment outcomes/metrics. Moreover, the three (3) new interim resolution position authorities at EWDD will build upon the success of the CFAY Cycle 1 grant with a re-directed focus approach on expediting grant reimbursement and active portfolio management, dedicating a resource to procure services and increasing time and responsive of contractual requirements and compliance of nearly 30 contracts and budget schedules, and referring potential participants (Youth) to increase interest to hire enrollment rates to achieve both Youth employment placement and grant metrics (two key indicators of success).

- The first proposed new position is a Senior Management Analyst II (Code 9171-2) and will dedicate 75% of their time on the CFAY Cycle 2 grant while the remaining 25% on Workforce Developments grants, such as Workforce Innovation and Opportunity Act (WIOA) and LA County Employment Development Department funding, with full cost reimbursement (both salary and related costs) and no general fund impact. This position will assist in expediting grant reimbursement and play an active role in EWDD, Workforce Development Division's (WDD) portfolio management efforts and duties, such as active grants management, tracking, reporting, re-appropriating, reviewing 30-50 budget



schedules/modifications, etc., required to ensure that expenses are reimbursed more timely and frequently, including working with respective Program Coordinators, Auditors, and Service Provides (sub-recipients) to increase responsiveness, documentation, and implementation progress. More important, this proposed Senior Management Analyst II (Code 9171-2) is considered a critical lead role and will carry-out higher level complex and difficult tasks needed to fully and effectively implement the CFAY Cycle 2 grant by working closely and reporting frequently the progress made (e.g., to the MOEO, WDD Staff/Program Managers, CAO, EWDD Executive Team) and on obstacles/challenges and options to resolve, secure funding appropriations, ensure timely reimbursement, conduct higher level analysis and progress assessment, and will supervise the Grants Management Section within EWDD, Financial Management Division, comprised of three (3) professional and clerical staff.

- The second proposed new position is a Senior Management Analyst I (Code 9171-2), an upgrade from the existing vacant general administrative services Management Analyst (P006995). The new Senior Management Analyst I will be dedicated to procure services/supplies and increase responsiveness of contractual requirements and compliance of nearly 25 contracts, 15-20 contract amendments, and processing competitive bidding selections, including expedited procurement of supplies, materials, and equipment with 10-20 supplier/material vendors, needed to decrease contracts and administrative wait times for the implementation of the CFAY Cycle 2 grant. This proposed position will also supervise a team of 1-2 professional staff. EWDD plans to hold one Management Analyst position to reduce the overall cost and pay for the position upgrade incremental cost by converting indirect cost (GASP) expenses to direct salary expenses at 100% grant reimbursable, including related cost, with an anticipated 70% of time dedicated to the CFAY and the remaining 30% of time funded by other grant funds to ensure no general fund impact.
- The third proposed new position is a Project Coordinator (Code 1537-0) as a dedicated resource in managing the HireLA platform where Youth (participants) are directed to apply (enroll) at and then matched to one of the 17 proposed projects, including matched with available employment-based social services when and if needed. This position is desired to accelerate the placement (enrollment) in and referral processes with any of the CFAY Cycle 2 sub-recipients (service providers). Moreover, this position will track, monitor, and report on enrollment rates and be a point of contact for all sub-recipients when employment vacancies are identified for faster placement, including actively monitoring and ensuring no Youth is waiting for extended periods of time before being placed to one of the CFAY Cycle 2 projects.

Combined, these three (3) new proposed interim resolution authority positions will enhance the services provided to and expedite administrative, contractual, and financial aspects of the CFAY Cycle 2 to address challenges learned from Cycle 1 through the dedication of resources in order to increase responsiveness, accountability, and compliance to required grants terms/conditions while maintaining existing service levels from Cycle 1 to Cycle 2 (note: same or similar projects with level of effort will continue into Cycle 2).

Table 3 below provides an overview of all positions (new and continuing) and its 15-month budget allocation (both salary and related cost) to fully implement the CFAY Cycle 2 Youth Service Corps Program inclusive of all 17 projects by City department deployment:

Dept.	Exemption Requested	Class Code	Position	FTE %	Ttl. No	Salary & Related Cost \$ Allocation
EWDD	N/A ***	9171-2	Senior Management Analyst II	.75	1	\$275,769
EWDD	N/A ***	9171-1	Senior Management Analyst I *	.70	1	230,722
EWDD	<b>New</b>	1537-0	Project Coordinator	1.0	1	254,745
EWDD	N/A ***	1513-0	Accountant	1.0	2	360,716
EWDD	N/A ***	1525-2	Principal Accountant II	.50	1	147,897
EWDD	N/A ***	1523-2	Senior Accountant	.50	1	147,845
EWDD	N/A ***	1517-2	Auditor II	.50	1	79,853
EWDD	<b>Continue</b>	1538-0	Senior Project Coordinator	.60	1	193,632
EWDD	<b>Continue</b>	1537-0	Project Coordinator	.70	1	178,321
EWDD	<b>Continue</b>	1546-0	Senior Project Assistant	1.0	1	194,504
EWDD	<b>Continue</b>	1537-0	Project Coordinator	1.0	1	254,745
EWDD	<b>Continue</b>	1546-0	Senior Project Assistant (YSC)	.63	2	243,130
BPW **	<b>Continue</b>	9134-0	Principal Project Coordinator	1.0	1	308,280
BPW	<b>Continue</b>	1537-0	Project Coordinator	1.0	1	226,149
Mayor	N/A ***	014X-0	Mayoral Aide	.50	2	367,331
CIFD	<b>Continue</b>	1542-0	Project Assistant	1.0	1	137,558
YDD	<b>Continue</b>	1537-0	Project Coordinator	.77	1	113,299
RAP	N/A ***	1537-0	Project Coordinator	1.0	1	171,097
RAP	N/A ***	Various	P/T Admin. Clerk/Intern	2.0	4	170,946
RAP	N/A ***	1542-0	Project Assistant	1.0	1	113,615
	11 Exempt		<b>TOTAL</b>	17.15	26	\$4,170,154

\* EWDD plans to hold one Management Analyst position (P006995) to reduce overall cost and pay for incremental cost of upgrade by converting indirect cost (GASP) eligible expenses to direct salary expenses, which will provide a general fund relief and opportunity to reduce CDBG funding (less General Fund subsidy). However, if future savings are identified to cover position funding, then EWDD may leverage grant funds at-large to backfill and hire grant support. This position is CFAY Cycle 2 funded at 70% with the remaining at 30% with WIOA funds.

\*\* BPW has one Senior Management Analyst I position to manage the Youth portion of the CleanLA program, which the CFAY Cycle 2 will fund 35% (direct salary and related cost). The remaining 65% is funded by the General Fund to manage the Adult portion of the CleanLA program. The budget of \$308,280 will pay for both the continued Principal Project Coordinator and partial Sr. Management Analyst I. The City Council approved this resolution position on-budget in the Fiscal Year 2024/2025 budget (CF 24-0600).

\*\*\* Exemption not required due to Civil Service Classification for new or existing hires. For MOEO, exemption is not requested since positions are exempted/approved via separate LACC Section Code. For RAP, the department requested not to include re-exemption as RAP will pursue via its own separate report.

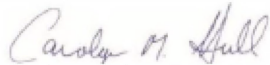
## **CFAY CYCLE 1 (ROUND 1) FUNDING APPROPRIATIONS**

The CFAY Cycle 1 grant term end date is September 30, 2024, and some projects require additional appropriations to complete the project. EWDD is requesting the authority to transfer the appropriation of \$119,749 for the Operation Flame Wildland Firefighting Training Academy and Teen Parent Prosper (CIFD Salary portion for 3 months) projects (see Rec. No. 11a). In addition to these two re-appropriations, EWDD is requesting authority to decrease the appropriation amount by \$2.9 million related to the Early Childhood Education Student Advancement, LA City Pathways, and Student to Student Success projects since this amount was over obligated throughout the grant life cycle that exceeded the total grant amount of \$53,966,369 (see Rec. No. 11b). Thus, this decrease in appropriation amount will ensure that the total authority within the CFAY Workforce Development Fund No. 65N/22 remains equal to that of the grant award.

As the City nears the end of the CFAY Cycle 1 grant and submits its final claim reimbursement to the State of CA, EWDD may come across unknown appropriation authority limitations, such as salary/related costs between departments/budget years or participant cost between projects, where a transfer of appropriation may be required to expend grant funds on or before September 30, 2024; therefore, EWDD is requesting the authority to process re-appropriations and/or increase (decrease) appropriations to close out the CFAY Cycle 1 grant and upon final reconciliation to request the close out of Fund 65N to the Controller's Office. These transactions, if any, will be minimal (non-substantial or material) and in no event will exceed the aggregate appropriation amount of \$53,966,369 as authorized by the City Council (see Rec. No. 11).

In closing, EWDD, in collaboration with the MOEO, recommends your favorable consideration to authorize the (1) acceptance of the CFAY Cycle 2 grant, (2) approval by resolution of three new interim position authorities and re-exemption of existing positions, and (3) close out appropriations related to the CFAY Cycle 1 grant.

Sincerely,



CAROLYN M. HULL  
General Manager

CMH:FC:GR:cg

Attachments: 1. CFAY Cycle 2 - Description, Enrollment Goal, and Funding by Project  
2. CFAY Cycle 2 - Proposed Contract/Contract Amendment for Service Providers/  
Sub-Recipients  
3. CFAY Final Evaluation Report - L.A. Youth Jobs Corps