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MAYOR

Date: September 5, 2002

To: All Full Service and Satellite WorkSource Centers

From: Ann Giagni, Director  
Workforce Development Division

Subject: **WIA INFORMATION BULLETIN 03-06**  
**PROJECT PHOENIX**

Background

In response to the increased need for dislocated worker services caused by the events of 9/11, in October 2001 the City participated with the seven other Local Workforce Investment Areas, in applying to the State for additional Rapid Response funds. In April 2002 the State awarded \$5.7 million, one-half of the amount requested. Of this amount, \$945,194 has been designated for the exclusive use of the City. \$499,806 has been awarded to the Employment Development Department to provide core and intensive services.

Funds were also awarded directly to the Long Beach LWIA and the South Bay LWIA. The latter has set-aside approximately \$1.7 million for training that will be available for program participants.

Eligible Participants

The program, entitled Project Phoenix, targets and is restricted to those individuals who were displaced from employment due to the economic effects of September 11, 2001. This program is not open for universal access. The Employment Development Department will be sending out a recruitment flier to approximately 8,100 individuals who filed Unemployment Insurance claims during the four months immediately following September 11 and who reported that their unemployment was attributable to the events of 9/11. The flier instructs those who are in need of services to contact their local WorkSource Center. **Therefore, all WorkSource Center staff must be made aware of Project Phoenix and must be prepared to enroll eligible individuals.**

MIS eligibility and reporting guidelines will follow under separate cover.



Term of the Project

The original agreement with the State calls for all program participants to be enrolled and served by December 31, 2002. However, the City and South Bay have requested a time of performance extension to June 30, 2003. A favorable response to our request is expected.

Role of the Employment Development Department (EDD)

In addition to the aforementioned outreach and recruitment efforts, fifteen EDD staff will be stationed at City and County WorkSource Centers to provide core and intensive services to eligible individuals. EDD staff will directly enroll clients and submit documentation to the City for entry into the JTA database. **These are the only services that EDD will provide.**

Role of the WorkSource Centers

**Any additional core and intensive services, support services and all follow-up services are to be provided by the WorkSource Center. If a customer is determined to be in need of training services, WorkSource Center staff is to coordinate the delivery of such with the South Bay WIB. South Bay will manage all ITA enrollments and payment of vendors for Project Phoenix in accordance with PY 01-02 policies and procedures. WorkSource Center managers should consult with their co-located EDD staff to arrange for coordinated service delivery.**

WorkSource Centers may also directly enroll and serve eligible clients. WorkSource Center staff should, in fact, review their active cases to determine if there are any clients who may be eligible for Project Phoenix and who could be concurrently enrolled. If you should identify any such clients, please contact your assigned MIS analyst for instructions on co-enrollment.

The forthcoming MIS guidelines will provide comprehensive instructions on how participation in these activities is to be reported and by whom.

Reimbursement

As WorkSource Centers enroll and provide service to Project Phoenix clients, costs related to such services, including support services, are to be tracked separately. WorkSource Centers will be reimbursed for the delivery of such services. The specific amounts to be awarded will be defined and sent under separate cover.

If you have any questions regarding this Information Bulletin, please contact Stella Larracas at (213) 473-3594.