

ICAN Housing Good Jobs Challenge PROPOSAL



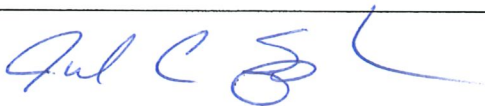
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ATTACHMENT A: COVER SHEET

Please complete this **mandatory** cover sheet accordingly.

Lead Organization Name	ICAN Inc. dba ICAN Housing					
Address	1214 Market Ave North, Canton, OH 44714					
Phone Number	330-455-9100					
Number of Years in Business	34 years					
SAM.gov ID / UEI	38LT3 / WMGWP3D4DZN5					
EIN	34-1575839					
Acknowledgement that Proposing Entity is up-to-date on taxes and not currently debarred or suspended.			X	YES		NO
Type of Organization (check all that apply)		Higher Education		Private		
	X	Community-Based Org.		Business Organization		
		Government Agency		Other (explain)		
		Labor Organization				
	X	Non-Profit				
		Employment Service State Agency				
Contact Person's Email Address	Keith Bialota - keithb@ican-inc.org					
Signatory Authority Signature	 Julia C SPARKS					

Project Approach and Methodology

The Good Jobs Challenge Initiative will be based upon the Stable Home, Stable Life - Workforce Development for Persons Exiting Homelessness Program (SHSL – WFD). This is a Supported Employment Program operated by ICAN Housing and is designed to serve participants who have recently exited homelessness and who are working on establishing a stable home and stable life. Most participants served are unemployed or underemployed. Many served are minorities, women, returning citizens and veterans. ICAN Housing operates a Street Outreach Program which specifically reaches out to individuals and families experiencing homelessness in Stark County. Outreach, coordinating with other funded partners, employment skills development, placing participants in manufacturing positions, and career coaching will be the focus of the Initiative based at ICAN Housing.

ICAN Housing has been in operation since 1988 and relies heavily on federal and state grants, not limited to those listed above, for its operations and programming. ICAN Housing has an annual operating budget of approximately three million dollars. ICAN's main funders are: US Department of Housing & Urban Development (HUD) through the Continuum of Care (CoC) Program and the Emergency Solutions Grant (ESG) Program for its homeless housing and homeless prevention programs; Ohio Department of Development (ODOD) for its operating support of ICAN's Permanent Supportive Housing (PSH) units and one Rapid Rehousing project; Stark Mental Health and Addiction Recovery (StarkMHAR) for ICAN's PATH (Street Outreach) and HAP-REACH (temporary rental assistance) programs. Additional grants ICAN manages for acquisition, rehab and/or new construction of affordable or PSH housing are those through the City of Canton and the County's HUD HOME funding, the Ohio Housing Finance Agency (OHFA) and the Federal Home Loan Bank (FHLB). ICAN partners with local foundations (such as the Sisters of Charity Foundation of Canton, Stark Community Foundation, Hoover Foundation, Timken Foundation, Austin Bailey Foundation, and Dueble Foundation) to secure additional funding needed for both capital and operational projects.

The SHSL - WFD Program is a continuation of a three-year pilot program which has been in operation since 2018. The pilot was brought to life through a blend of funders, including the City of Canton (CDBG FY'19 Program, ARPA FY' 23), the Sisters of Charity Foundation of Canton, and Stark Mental Health and Addiction Recovery. The SHSL – WFD pilot program taught many lessons that have resulted in refinement and focus on most successful strategies and pressing outcomes. Though the need is still evident, the team is making great strides in addressing the barriers to employment and seeing significant results as evidenced by data and the many success stories. It is out of those lessons learned through the pilot that this Good Jobs Challenge proposal is based.

Services are delivered through the Workforce Development (WFD) Team at ICAN Housing, which includes the Workforce Development Manager and Workforce Development Coordinator. This duo has over 40+ years combined experience in both WFD and Case Management. This uniquely positions the WFD team with the ability to place participants with reputable Stark County companies, as well as ensure the participant receives the proper referral to the resource that can assist with an employment barrier removal thus increasing employment retention. In addition, the WFD team will seek to add a full-time staff member as the Workforce Development Specialist to carry out the scope of this program.

Project Approach and Methodology

Services will be offered through the signature Stable Home, Stable Life three-phase approach. The three phases are (1) Stable Home; (2) Income Gain; and (3) Stable Life. The SHSL employment program focuses on candidates that are experiencing homelessness or are at imminent risk of homelessness. The program currently receives referrals from the following ICAN Housing programs: Permanent Supportive Housing, PATH Outreach, Rapid Re-Housing, and HAP/REACH. ICAN Housing is seeking to increase their ability to serve these underserved under/unemployed groups which include people of color, women, veterans and returning citizens, and open its referral base to the Refuge of Hope, YWCA of Canton, Family Living Center, and the Alliance homeless shelters providing a much-needed workforce development component to these partners. By expanding the referral base and partners for outreach, the pool of candidates interested in pursuing a manufacturing position will increase. The goal of the broadened program is to reduce barriers for people who are currently experiencing homelessness, or who have recently exited homelessness, and who are interested in securing and maintaining employment no matter how they are engaged in programs. Participants to be served were all experiencing homelessness or were at-risk of becoming homeless prior to entry into the various programs providing shelter or housing assistance. Many have struggled with mental illness; substance use or co-occurring disorders. All have experienced intense poverty. Despite these many barriers, the individuals to be served have found resolve to overcome. They have secured housing and are making efforts to create a stable home and a stable life.

This endeavor is not an easy one. However, the WFD Team is committed to offering the services necessary to help participants along this journey to self-sufficiency and an improved quality of life. The WFD Specialist will provide direct services to assist the participants in developing and implementing their personalized Stable Life Plan. This Plan is created by the participants with assistance from the WFD Specialist, begins the start of their journey, and guides them throughout their time in the program. It is a living Plan and adapts as the participants' needs, goals and desires may change.

Direct services provided by the WFD Specialist will include outreach and vetting candidates. The Specialist will work shoulder to shoulder with the homeless shelters in Stark County and with the program managers running housing programs at ICAN Housing and the YWCA, promoting entry into the Good Jobs Challenge Initiative. The WFD Specialist will present this new manufacturing track to all participants and will screen participants to ensure they have a committed work ethic, pay attention to detail, communicate well, and have an interest and aptitude for technology.

Once vetted, a warm hand off will be initiated to The Men's Challenge. Men's Challenge offers a three-step program that helps participants address barriers they may face when seeking a job. There, the participant will be provided with career readiness training including workplace skills and soft skills. These classes are: Are You Job Ready, What an Employer Wants, Networking, Filling Out A Winning Application, How to Ace an Interview, Mock Interviews, How to Handle a Paycheck and Goals.

Project Approach and Methodology

The WFD Specialist at ICAN Housing will then provide Job Placement of candidates with pre-approved manufacturing employers along with providing wrap around services that will include twelve-month career coaching.

As the participant completes their upskilling opportunity through Men's Challenge, the WFD Specialist will continue to work with the individual to create a resume, assist with overcoming barriers to employment (housing instability, food instability, transportation, etc.) and find job placement with employers with MOUs. The WFD Specialist will then assist with facilitating entry into the employment opportunity and provide supports for acclimation to the workplace. Once placed the Specialist will provide career coaching and support job performance by focusing on employment retention and career mobility for candidates after initial placement for a maximum of one year for each placed candidate.

The Benefit Cliff is a reality for all who are striving to climb out of poverty. By providing financial assistance via the Sustainability Funds, in addition to staff support, the participants are far better equipped to handle this challenge. The program is specifically structured to be able to help participants navigate the difficult early phases of job attainment and retention. Sustainability Funds will be used for the Incentive Program, which rewards participants for reaching various employment milestones (i.e., 30 days, 90 days, six months, nine months, one year of employment). Sustainability Funds will also be used to address employment barriers and offer flexibility to meet the individualized needs of each participant (i.e., record expungement, childcare assistance, ID/birth certificates, transportation assistance, etc.) Partners include the Early Learning Childhood Resource Center and Community Legal Aid. Based on experience in working with under/unemployed individuals exiting homelessness, ICAN Housing is proposing that the Sustainability Funds/Incentive Program be used in place of the Stipend. As described previously, employment barriers can often result in lack of job obtainment and job retention. By using sustainability funds to address barriers and to provide incentive for job retention at key milestones, participants are more likely to have lasting success.

The outcomes of the project are to:

- a.) Assist 60 participants over a three-year period
- b.) Place a minimum of 50 individuals into manufacturing jobs with an average wage of \$18/hour
- c.) Enlist a minimum of two manufacturing employers to participate in the program

The various methods and tools to be utilized will be client-centered and trauma-informed. Ideally participants will identify and pursue employment within fields in a manufacturing environment. The WFD team has placed prior participants with M.K. Morse, Gregory Industries, Ohio Gratings, Hendrickson and GOJO Industries.

At ICAN Housing we know that we cannot do this important work alone. In addition to the critical employer partnerships, ICAN has had longstanding collaboration with the YWCA and their Rapid Rehousing projects. A new collaboration has been formed with Strengthening Stark. ICAN

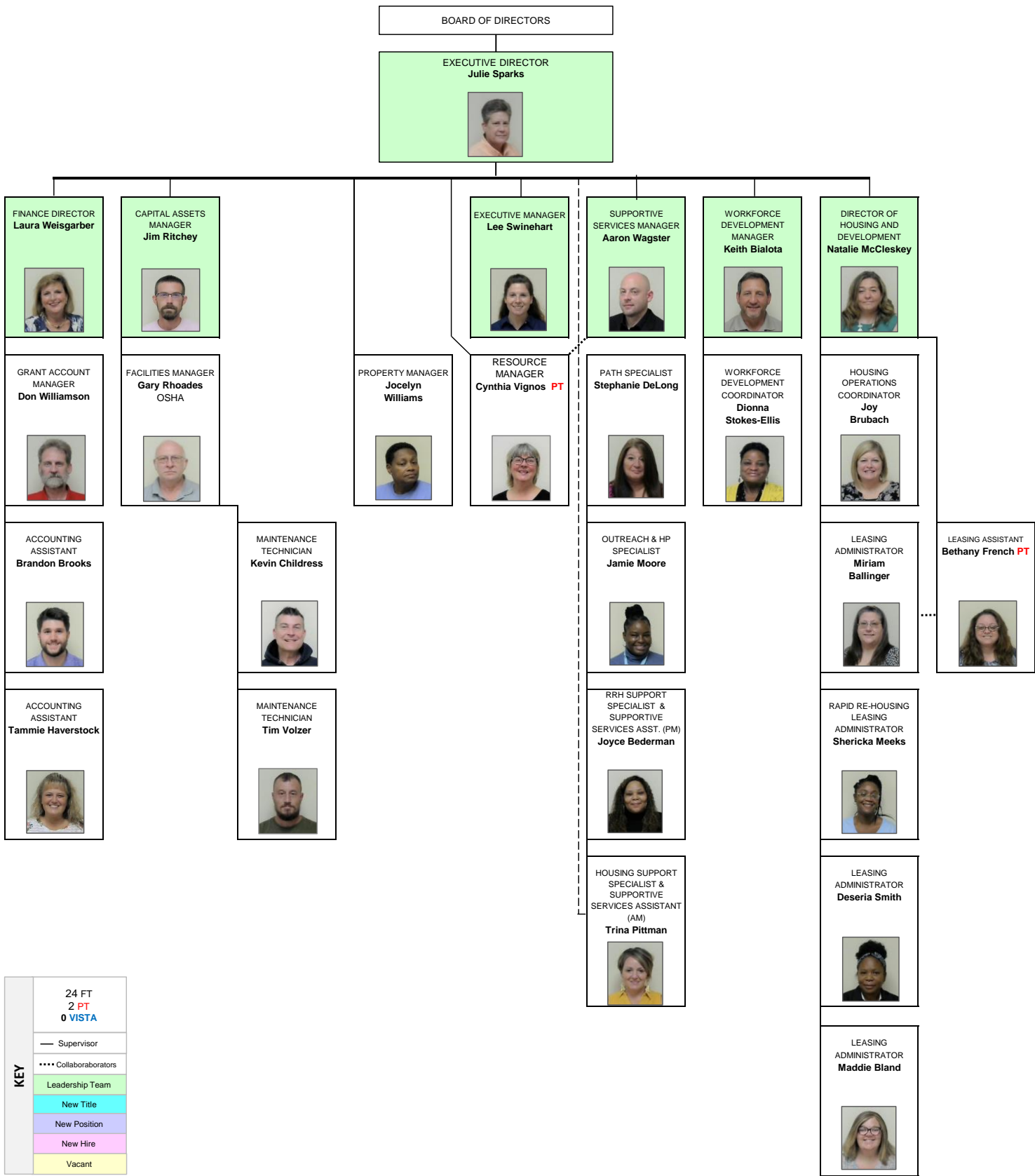
Project Approach and Methodology

Housing, along with partners such as Goodwill, the Urban League, and Project Re-Build, became “Navigators” with Stark Connect. This is an organization dedicated to getting Stark residents into better jobs and training opportunities. The agencies acting as Navigators provide linkage and assistance to those seeking employment. These partners meet monthly, and Navigator Agencies are included in the Strengthening Stark grant called Paradox Prize. Funding from the Paradox Prize is limited to \$150 per participant served by the Navigators and provides basic needs associated with starting new employment (transportation, uniforms, etc.). Though this is a benefit to those being served, the Sustainability Funds (provided in part by the Sisters of Charity Foundation of Canton and the City of Canton ARPA Program) offer a greater level of flexibility, individuality, and depth to more holistically address the barriers participants face in navigating the benefit cliff and in reaching their employment goals. Another invaluable benefit of the partnership with Stark Connect is that they link the WFD team with a greater number of private businesses. These direct referrals and personalized contacts allow the team to work closely with employers and employees. Navigators discuss participants one-on-one with prospective employers. For example, a recent participant received a rejection letter. The WFD team intervened with the employer, knowing exactly who to contact. The participant was given a second look, offered, and accepted the position. As mentioned above, the YWCA of Canton has been a critical partner since the program’s inception. WFD Team members meet weekly with the Y’s Rapid Rehousing Staff to foster strong working relationships as both teams work to provide collaborative and coordinated services to the participants being served.

As participants begin to gain steady and sustained employment, this will contribute to a more stable life. Having a stable life will mean participants can broaden their hopes and dreams, achieving them by setting and meeting personal goals. Participants will be better equipped to achieve long term housing stability via employment. This provides the setting for participants to prepare for career mobility while addressing other underlying issues and barriers necessary to create a more self-sufficient, stable, and satisfying life.

EFFECTIVE: December 7, 2022

Organization Chart - ICAN Housing SFY22



Keith A Bialota

4838 15th Street NW

Canton Ohio 44708

330 284 4969

keithbialota@gmail.com

Career Summary

An experienced Employment Specialist, known for his energetic and cooperative attitude combined with excellent customer relation skills, integrity and trust. Strives to go the extra mile by paying diligent attention to the process of relationship building, customer service and rapid job placement.

Professional Experience

ICAN Housing Inc.

Mar 2017 - Present

A non-profit provider of housing solutions for those suffering homelessness and behavioral health in Stark County.

Workforce Development Manager

- Created Supported Employment Programs that increased revenue \$390,000 over three years. Designed and implemented employment obtainment and retention strategies that assisted participants retain employment for 365 days or more. Percentage increased from 4% to 49% of participants reaching successful completion of program.

Employment Specialist

- Responsible to assist with the implementation of supportive employment programs, individual placement and support program funded through the Stark County Mental Health and Recovery Board, United Way Impact Grant and the Sisters of Charity Foundation.
- Responsible for the vocational placement of client's returning to the workforce. Managed an average caseload of 35 monthly, successfully placing an average of 48 individuals annually.

Coleman Professional Services

Apr 2002 – Dec 2016

A non-profit provider of behavioral health and rehabilitation programs in the state of Ohio.

Employment Specialist

- Responsible for the placement of vocational rehabilitative clients return into the work force. Managed an average caseload of 45 clients monthly and successfully placed an average of 38 clients each fiscal year.
- Identified and developed community businesses for employment positions utilizing marketing techniques.
- Assisted with the implementation of a supported employment model for stark county resulting in an annual award if a \$100,000 grant by the Mental Health and Recovery Board of Stark County.

Accountemps

Aug 2001 – Feb 2002

A division of Robert Half International Inc recognized as a world leader in temporary financial staffing.

Staffing Manager

- Responsibilities included building an individual book of business through prospecting and relationship building while sourcing new candidates, interviewing, and placing those clients in open job orders.
- Individual business totaled 6 new clients and weekly billings of 350 hours with the total weekly revenue averaging \$3675 in either general office or accounting positions.

Executive Directions

Oct 1999 to Aug 2001

A privately held executive retained search firm located in North Canton, Ohio.

Human Resource Manager

Aug 2000 to Aug 2001

- Responsible for all management practices, general employment practices, staffing, human resource development, compensation and benefits, employee relations and health, safety, and security for the corporation and its affiliated entities.

Executive Retained Search Recruiter

Oct 1999 to Aug 2001

- Responsible for proactively sourcing candidates through marketing techniques which included telemarketing, utilizing professional associations and company web sites to find passive candidates and match them with our retained search opportunities.
- Completed recruiting assignments that generated over \$100,000 annually while completing searches at the executive and professional levels in the automotive, manufacturing and engineering professions.

Community Services

Ohio High School Athletic Association – Sports Official - Football, Baseball, Basketball, (2002 to Present)

Canton High School Umpire Association – Secretary (2013 – Present), Instructor (2012 – Present)

Member (2002 – Present)

Canton Basketball Officials Association – President (2015 – 2019), Trustee (2012 -2015),

Member (2002 – Present)

Eastern Ohio Basketball Officials Association – Member (2002 – Present)

Eastern Ohio Football Officials Association – Member (2010 – Present)

Education

Malone University, Business Administration, 1997 - 1999

Dionna T. Stokes-Ellis

Address: 1009 Genoa Ave. N.W. Massillon, Ohio 44646

Telephone Number: 330-327-9348

Email Address: dionnastokesellis@yahoo.com

Objective: To obtain a full time position that will allow me to utilize my leadership, organization, and time management skills; all while making a difference in the lives of others.

Employment:

2021- Present. ICAN HOUSING. Canton, Ohio. **Workforce Development Coordinator.** In this position I am responsible for assisting individuals obtain employment and understand the importance of obtaining employment that is flexible, stable, and permanent. I work closely with the individuals to connect and wrap social services around them. This makes the individuals more self-sufficient, independent, and enables them to reach their goal of stable home and a stable life!

2018 – 2021. Alliance for Children and Families. Alliance, Ohio. **Director of Housing.** In this position I oversee, participate in and direct the day to day operations of the Alliance Emergency Shelter, two permanent supportive housing projects for families, and two permanent supportive housing projects for single individuals. I also manage, collect rents, collect deposits, provide case management, follow fair housing practices, coordinate services with and for tenants, complete inspections, coordinate repairs as well as other duties, I am also an active committee member on HMIS to work closely with local COC to ensure that the program is meeting the standards and performing correctly for all Stark County Providers. I also provide quality assurance and prepare and participate in state audits as well federally funded audits for each program. In this position I also conduct and participate in grant managing to make sure that all housing programs are operating according to the guidelines of the grant and or other funders.

2016- Present. State of Ohio Independent Provider. Canton, Ohio. **Independent Provider.** In this position I provide services for those that have medical and mental disabilities. I am self employed and I am responsible for completing all of my own documentation, forms, and adhering to compliance requirements. I am also responsible for entering billing into the State of Ohio's billing portal.

2007- 2016. Phoenix Rising Behavioral Health and Recovery Services. Canton, Ohio. **Case Manager & Group Home Manager.** In this position I am responsible for supervising, coordinating, treatment planning, organizing, and linking client's to community resources that will help them be able to live and the function within the community. I must use communications techniques, professionalism, and proper documentation at all times.

2005-2007. YWCA of Western Stark County. Massillon. Ohio. **Service Coordinator/Supervised Visitation Monitor & Rapid Re housing Supervisor.** In these positions I was responsible for linking individuals, families, and those that were considered to be high risk to community resources and ensuring stability and safety for them.

2001-2005. Nova Behavioral Health. Canton, Ohio. **Mental Health Case Manager.** In this position I was responsible for providing clinical skills to client's that were dual diagnosed. I was responsible for helping them live successfully within the community and linking them to needed services.

Education:

2020 - 2021. Malone University. Canton, Ohio. **Bachelor's Degree in Organizational Management.**

1995 -1999. Stark State College. North Canton, Ohio. **Associate Degree in Human & Social Services.**

Hobbies:

2019- Present. Ohio Mentor. Canton, Ohio. **Therapeutic Foster Parent.**

2005-2019. Pathway Caring for Children. Canton, Ohio. **Therapeutic Foster Parent and Mentoring.**

References:

References will be furnished upon request.



ATTACHMENT B: BUDGET AND NARRATIVE

Please complete the mandatory budget form and narrative explanation below.

Budget Line Item	Cost per candidate selected to participate in the program
Workforce readiness and career coaching	
Outreach, screening, selection, barrier removal	\$ 900
Job readiness training including soft skills and math brush up	\$ 300
Support services	\$ 900
12-month career coaching	\$ 900
Technical skills training	\$
Stipend per week of training during pre-full-time employment NOTE: Total per participant (not weekly)	\$ 1,200
TOTAL	\$ 4,200

Budget Narrative: Organizations can submit on one or all parts of the work readiness and/or technical skills training line items.

Please provide a detailed explanation for each budget line item to justify the cost. Billing per candidate will be based on participants selected and entered in the Entry Level Learn and Earn (also called Work Advance) program and the related expenses.

Other funding sources may be used for different parts of the scope of the budget in order to maximize and exceed the minimum obligated number of participants and job placements.

Attachment B - Budget Narrative

This funding request covers the full wages and benefits of one Workforce Development Specialist along with related indirect costs, mileage, Sustainability Funds, and administrative expenses.

The following services will be offered under Workforce Readiness and Career Coaching: Outreach, screening, selection, barrier removal; job readiness training; support services; and 12-month career coaching. Stipend funds are also sought, though proposed to be used in accordance with current WFD practices as described in the Methodology.

The Workforce Development Specialist will provide the above services with support from the Workforce Development Manager at no additional cost to the program.

Men's Challenge, a partner agency, will provide job readiness training including soft skills and math brush up at a cost of \$300 per participant (with a total of 60 participants to be served).

The stipend budget line item is being proposed as a sustainability fund/incentive program, described in the Project Approach & Methodology. The maximum allotted for each participant would be \$1,200 with \$150 provided for 90 days of employment (or addressing barriers), \$250 for 180 days of employment (or addressing barriers), \$350 for 270 days of employment (or addressing barriers), and \$450 for one year of employment (or addressing barriers). It is expected that 50 participants will continue in the program to receive the full \$1,200. The funds may be issued as an incentive when milestones are reached or for practical and pressing matters that are barriers to individual job retention.

NOTE: It is important to mention that experience has shown us that particularly with a three-year pilot, budget projections at the proposal stage are likely to change over time. It is critical that funders are aware of this and are flexible with budget modifications/amendments that will inevitably be necessary to bring the project to completion.

Budget details are as follows on page two of this Budget Narrative:

Budget					Detail		
ITEM	YR ONE (10 mos)	YR TWO (12 mos)	YR THREE (12 mos)	PROJECT TOTALS	YEAR ONE	YEAR TWO	YEAR THREE
Salary & Benefits	\$ 38,400	\$ 48,000	\$ 49,920		\$24 x 40 wks x 40 hr \$100 per month 10 mos based on 1FTE	\$25 x 52 wks x 40 hrs \$110 per month 12 mos based on 1FTE + 5%	\$26 x 52 wks x 40 hrs \$120 per month 12 mos based on Year Two + 5%
Mileage	\$ 1,000	\$ 1,320	\$ 1,440				
Indirect Costs	\$ 4,100	\$ 6,000	\$ 6,250				
Men's Challenge Sustainability Funds	\$ 5,200	\$ 6,400	\$ 6,400		\$300 per 60 participants, spread across 34 months \$1,200 per 50 participants, spread evenly across 34 months		
SUB-TOTAL	\$ 66,700	\$ 82,720	\$ 85,010				
Admin	\$ 5,000	\$ 6,200	\$ 6,370		7.5% of sub-total	7.5% of sub-total	7.5% of sub-total
PROJECT TOTAL	\$ 71,700	\$ 88,920	\$ 91,380	\$ 252,000			
COST PER PARTICIPANT				\$ 4,200			



ATTACHMENT C: CONFLICT OF INTEREST FORM

By submitting a proposal, the authorized signatory authority of the bidding entity certifies to his/her knowledge and belief that there is no conflict of interest (real or apparent) inherent in the bid or in delivering the scope of work if the SCMWDP awards a contract. A conflict of interest would arise if any individual involved in the preparation of this proposal and delivery of services has a financial or other interest or would be likely to gain financially or personally from the award of a contract. The same would hold true for any member of the individual's family, partner, or an organization employing or about to employ any of the above as a direct result of the successful award of a contract under the RFP. The SCMWDP reserves the right to disqualify a bidding entity should a conflict of interest be discovered during the solicitation process.

Julia C. Sparks, Executive Director

Signatory Authority Name and Title

Signature

1/19/2023

Date

*Note: This form is a **mandatory** required document to be considered for either component. Bidders should only complete this form once per entry.*



ATTACHMENT D: REFERENCES

Bidders are **required** to provide three references who can verify their experience, along with a contact phone number and email address. References should be for experience in the past 5 years.

Name: Shannon McMahon Williams
Title: Program Officer
Organization: Sisters of Charity Foundation
Phone: 330-454-5800 ext. 306
Email: swilliams@scfcanton.org

Name: Aleisha Stout
Title: Project Manager
Organization: Strengthening Stark
Phone: 234-215-2994
Email: aleisha@strengtheningstark.com

Name: Scott Schnyders
Title: Shelter Director
Organization: Refuge of Hope
Phone: 330-453-1785
Email: sschnyders@refugeofhope.org