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| <b>TRAINING AND EMPLOYMENT<br/>NOTICE</b> | <b>NO.</b><br>TEN 24-08         |
|   | <b>DATE</b><br>January 14, 2009 |

**TO:** ALL STATE WORKFORCE AGENCIES  
ALL STATE WORKFORCE LIAISONS

**FROM:** BRENT R. ORRELL *Brent R. Orrell*  
Deputy Assistant Secretary

**SUBJECT:** Center for Faith-Based and Community Initiatives' Resources for Workforce System Administrators and Staff

1. **Purpose.** To inform the workforce system of the important Department of Labor resources that have been developed for faith-based and community initiatives. These resources educate workforce system administrators and staff in how best to partner with faith-based and community organizations (FBCOs) and how to integrate FBCOs into their strategic planning and service delivery process.

2. **Background.** The Department's Center for Faith-Based and Community Initiatives was created when President Bush signed Executive Order 13198 on January 29, 2001. The purpose of the Center is to empower FBCOs that help individuals in their communities prepare for, enter, and thrive in the workforce. To accomplish this goal, DOL has increased collaboration with FBCOs that are trusted institutions providing valuable services.

To ensure that FBCOs are utilized as partners in the workforce system, the Center developed a host of resources for these groups and for workforce system administrators and staff that discuss how government and local organizations can partner to serve the needs of local communities.

3. **Logistics.** Below is a list of resources to educate the workforce system in how best to partner with FBCOs to serve the needs of local communities. It is important for workforce system administrators and staff to understand the best practices for partnering with FBCOs and to understand the resources available for FBCOs to learn how to partner with their local workforce system. All of the below mentioned documents are also available on the Employment and Training Administration's Web sites at <http://www.doleta.gov/> and <http://www.workforce3one.org/>.

- **Access Point Toolkit: Sharing How Access to Resources Empowers** is a step-by-step guide that provides Workforce Investment Boards and One-Stops everything necessary to train FBCOs in high-poverty areas to act as Access Points based on implementation of the Access Point model in nearly 50 locations across the country. Specifically, Access Points

is a model aimed at building connections between businesses in need of human capital and FBCOs helping individuals find employment (available at <http://www.dol.gov/cfbci/20080707AP.pdf>).

- **Project Reach Out Guide and Toolkit** is a toolkit produced by Seedco, Inc., based on its experience in the Project Reach Out program, to help other One-Stops integrate FBCO networks into their service delivery design. The toolkit describes the benefits of partnering with faith-based and community organizations through a formalized network, as well as challenges that One-Stops may face organizing this type of network (available at [http://www.seedco.org/pro\\_toolkit/project\\_reachout.pdf](http://www.seedco.org/pro_toolkit/project_reachout.pdf)).
  - **Directory of Foundation Workforce Grant Opportunities** provides a detailed list of private and corporate foundations that provide grant opportunities to FBCOs in order to give community organizations a clear and concise tool to pursue grants (available at <http://www.dol.gov/cfbci/DFWGO.pdf>).
  - **Mentoring Ex-Prisoners: A Guide for Reentry Programs** provides guidelines and recommendations to address the challenges and increase the benefits of mentoring adult ex-prisoners as part of their involvement in reentry programs (available at <http://www.dol.gov/cfbci/20071101Mentoring.pdf>).
  - **Ready4Reentry: A Prisoner Reentry Toolkit** is a guide for faith- or community-based organizations interested in establishing or enhancing their prisoner reentry programs. This document covers a variety of topics, such as recruiting, case management, job placement, mentoring, and forming successful partnerships (available at <http://www.dol.gov/cfbci/PRItoolkit.pdf>).
4. **Action Requested.** State workforce agencies and local workforce investment boards are encouraged to be aware of these documents and share them with local FBCOs.
  5. **Inquiries.** To ask questions regarding the information contained in this Training and Employment Notice or to discuss these resources, please contact Kristin Fortin in the Center for Faith-Based and Community Initiatives at (202) 693-6457 or at [fortin.kristin@dol.gov](mailto:fortin.kristin@dol.gov).