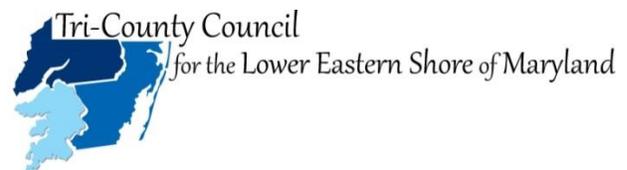


WORKFORCE INNOVATION AND OPPORTUNITY ACT

LOWER SHORE WORKFORCE ALLIANCE

Youth Strategic Plan

2017-2020



Plan Approved by the Lower Shore Workforce Development Board, 12/13/2017

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GLOSSARY OF TERMS

Frequently Used Acronyms	
AEFL	Adult Education and Family Literacy
AEP	Adult Education Program
BSD	Basic Skills Deficient
CBO	Community Based Organization
DLLR	Department of Labor, Licensing and Regulation
DOL	Department of Labor
DORS	Division of Rehabilitation Services
DHS	Department of Human Services
DSS	Department of Social Services
IEP	Individual Employment Plan
ISS	Individual Service Strategy
ISY	In-School Youth
LSWA	Lower Shore Workforce Alliance
MWE	Maryland Workforce Exchange
OSY	Out-of-School Youth
OJT	On-the-Job Training
RFP	Request for Proposal
TANF	Temporary Assistance for Needy Families
TCA	Temporary Cash Assistance
TCC	Tri-County Council for the Lower Eastern Shore of Maryland
WDB	Workforce Development Board
WIOA	Workforce Innovation and Opportunity Act

Terms	Informal Definitions
Active Participant:	A certified individual receiving service.
Certification:	Eligibility determination appointment.
Closed:	No longer actively receiving services.
Elements:	The fourteen allowable activities described in WIOA.
Exit:	The date of completion of the last service.
First quarter after exit:	The calendar quarter immediately following the quarter that contains the exit date.
Follow-up:	The twelve-month period following the last service date.
Services:	Assistance provided related to the fourteen elements described in WIOA as allowable activities.
MWE:	Maryland Workforce Exchange, DLLR's data management system.
Participant:	An individual who has been certified to receive WIOA services.
Vendor:	The sub-recipient of WIOA youth funding. Also referred to as a sub-grantee.

INTRODUCTION

Summary

The Lower Shore is a designated Local Workforce Development Area (LWDA) under the Workforce Innovation and Opportunity Act (WIOA) of 2014. The Lower Shore Workforce Alliance (LSWA), a division of the Tri-County Council for the Lower Eastern Shore of Maryland (TCC), has assumed the primary obligation for implementing and coordinating WIOA-funded training and employment programs operated throughout the Lower Shore. The training and employment services currently offered by LSWA extend to the WIOA Adult, WIOA Dislocated Worker, and WIOA Youth populations in order to enable eligible participants to become economically self-sufficient and productive members of the community.

Background

The Workforce Innovation and Opportunity Act (WIOA) were signed into law on July 22, 2014 and became effective July 1, 2015. WIOA supersedes the Workforce Investment Act of 1998 and amends the Adult Education and Family Literacy Act, the Wagner-Peyser Act, and the Rehabilitation Act of 1973. WIOA is designed to help both job seekers and businesses. WIOA addresses the needs of job seekers by establishing a workforce system that helps them access employment, education, training and support services to succeed in the labor market. WIOA addresses employer needs by matching them to the skilled workers who need to compete in the global economy.

Section 108 of WIOA requires that each Local Board develop and submit to the Governor a comprehensive four-year Local Plan. The Local Plan for the Lower Shore was approved by the Governor's Workforce Development Board (GWDB) effective July 1, 2017.

The Youth Standing Committee, a subcommittee of the Local Workforce Development Board, created this Youth Strategic Plan to supplement the Local Plan and create the framework for the local operation of WIOA Title I Youth programs. The Local Workforce Development Area (LWDA) includes Somerset, Worcester and Wicomico Counties on the lower shore of Maryland.

Vision

To ensure that youth in Somerset, Wicomico, and Worcester counties have the skills, knowledge and abilities necessary to access and retain career-oriented employment.

Mission

The mission is to identify gaps in services and develop strategies to coordinate youth policies, quality services and community partnerships to address unmet needs of disconnected youth ages 16 - 24.

Values

To achieve positive outcomes through individualized services, assessment testing and performance outcomes.
To work in partnership with individuals and communities, as well as with other state departments and within the Tri-County area to build connections, strength and success.
To provide excellent customer service so youth ages 16-24 can easily find and access services when needed.

SECTION 1: STRATEGIES AND GOALS

Plan

This draft plan focuses on the role of the federal government and the Youth Standing Committee. Achieving this vision will also require strong partnerships from state and local government, the private sector, families and youth. The Strategic Goals and Objectives articulate strategies the Youth Standing Committee can achieve through the work of individual agencies and collaboration across counties to support youth in our communities.

The strategic plan is designed to build and identify gaps in services and develop strategies to coordinate youth policies, quality services and community partnerships to address unmet needs of youth. The committee goals will begin with identifying, evaluating and developing ways to collaborate with our partners throughout all three counties.

Strategy

- Goal 1: To increase employer engagement with workforce development and education systems in order to increase work-based training opportunities.
- Goal 2: To develop job readiness among area youth in terms of soft skills, basic entry level skills and work ethic. Earlier interventions with at-risk youth are needed.
- Goal 3: To provide youth with stackable credentials needed to meet the demands of modern business.

Objective and Action Strategies Narrative
Goal 1: To increase employer engagement with workforce development and education systems in order to increase work-based training opportunities.
Key Objective: Evaluate opportunities to host public events that would increase employer engagement.
Key Action Strategies:
<ul style="list-style-type: none"> • Youth Symposiums • Job Fairs
Who will be implementing this goal? Youth Standing Committee
Goal 2: To develop job readiness among area youth including soft skills, basic entry level skills and work ethic. Earlier interventions with at-risk youth are needed.
Key Objective: Standard job readiness assessments and engagement with employers as well as partners collaboration.
Key Action Strategies:
<ul style="list-style-type: none"> • Workshop for Employers • Partner Forums and Training Opportunities • Business After Hours • Focus Group/Advocate • Providing resources links/referrals
Who will be implementing this goal? Youth Standing Committee in collaboration with Vendors
Goal 3: To increase enrollment thereby providing youth with the necessary skills and credentials to meet the demands of modern business.
Key Objective: To provide technical assistance related to WIOA Youth Services
Key Action Strategies:
<ul style="list-style-type: none"> • Quarterly/monthly reporting and create an action plan for any barriers or challenges that may exist. • Guest speaker for focus group • Providing resources links/referrals
Who will be implementing this goal? Youth Standing Committee in collaboration with Vendors

Strategic Goals and Objectives

These three overarching and interrelated strategic goals are each supported by a number of objectives and strategies. The strategic goals echo the Youth Standing Committee's primary functions, as well as the input generated by the stakeholders at the federal, state and local levels to support this effort.

Goal 1: To increase employer engagement with workforce development and education systems in order to increase work-based training opportunities. Youth-serving programs and initiatives at the federal, state and local levels work to support youth in a number of ways. The range of support involves prevention and intervention strategies around workforce development, education, work-based training, and occupational opportunities. The Youth Standing Committee intends to host public events that would increase employer engagement throughout the communities. For example: Youth symposium and job fairs.

Goal 2: To develop job readiness among area youth in terms of soft skills, basic entry level skills and work ethic. Earlier interventions with at-risk youth are needed, encouraging the use of evidence-based and innovative strategies at federal, state, local, and levels. Job readiness programs have been studied with rigorous evaluation designs and have shown positive effects on intended outcomes. Career readiness and employability skills lesson plans have become an increasingly critical part of education. Employers are desperately seeking people with a combination of skills that seem to fall under this career readiness and employability umbrella that also include such things as soft skills, customer service skills and life skills. Standard job readiness assessments and engaged employer and partner collaboration can be provided if programs work together by starting focus groups and providing resources in a workshop environment.

Goal 3: To increase program enrollment in order provide youth with the necessary skills and stackable credentials to meet the demands of modern business. The Youth Standing Committee will provide technical assistance to WIOA youth service partners and providers by increasing engagement, strengthening partnerships, information sharing, and targeted engagement opportunities that will benefit young adults.

Conclusion

In developing this plan, the Youth Standing Committee stressed that our strategic goals are the foundation for further action which will be accompanied by concrete, realistic, actionable and measurable activities. Within this document the Youth Standing Committee has highlighted three strategic goals and objectives. These goals are elements of a larger program of work pursued by the Youth Standing Committee to promote collaboration, evidence and innovation, and youth engagement and partnership. These activities will be undertaken together within existing authorities and areas of administrative flexibility for departments and agencies to do their work. The Youth Standing Committee will explore federal barriers and solutions for improving coordination and leveraging strong outcomes for youth.

SECTION 2: REGIONAL ECONOMIC CONDITIONS

An analysis of the regional youth conditions include review of data related to population projections, unemployment rates and poverty levels. These conditions are important to understand in order to best serve the community.

Population Projections: The projected growth in population of 16-24 year olds from 2014-2020 for all three counties.

Population Projections, Age 16-24, Both Genders									
Year	Wicomico County, Maryland			Worcester County, Maryland			Somerset County, Maryland		
	Population	Dropouts	Dropout rate	Population	Dropouts	Dropout rate	Population	Dropouts	Dropout rate
2014	18,403	109	11.01%	4,868	35	7.04%	5,186	24	12.37%
2015	18,454	118	11.50%	4,804	32	6.13%	5,106	17	9.29%
2016	18,225	126	12.66%	4,724	31	6.16%	4,991	23	12.92%
2017	17,966			4,651			4,878		
2018	17,702			4,578			4,777		
2019	17,451			4,515			4,689		
2020	17,228			4,467			4,613		

Source: JobsEQ®

Unemployed: Percent of unemployed individuals per age group for all three counties.

	Unemployed ¹					
	Percent			Value		
	Wicomico County	Worcester County	Somerset County	Wicomico County	Worcester County	Somerset County
Unemployed						
Total	8.8%	9.9%	8.2%	4,598	2,517	726
Age						
16 to 19 years	20.9%	18.9%	9.8%	632	163	44
20 to 21 years	20.6%	41.3%	9.4%	656	362	45
22 to 24 years	7.5%	21.1%	7.0%	307	289	44

Source: JobsEQ®

1. American Community Survey (ACS) 2011-2015

Unemployed is defined as jobless, actively seeking work, and available to take a job.

Poverty: Poverty Rates for all three counties.

All ages in poverty - 2016			
	Wicomico	Worcester	Somerset
Number in Poverty	17,634	5,792	4,992
Percent in Poverty	18%	11%	24%

Source: U.S. Census Bureau, Small Area Income and Poverty Estimates

In order to address the needs of residents in each of the three counties and to ensure appropriate allocation of funds, the board requests a sub-committee recommendation of a funding formula for Out-of-School Youth program provision. The sub-committee will present formula recommendation(s) beginning with PY2018 funding at the March 2018 board meeting. An additional formula is requested related to the provision of ISY program services in the event that additional non-WIOA funds are received.

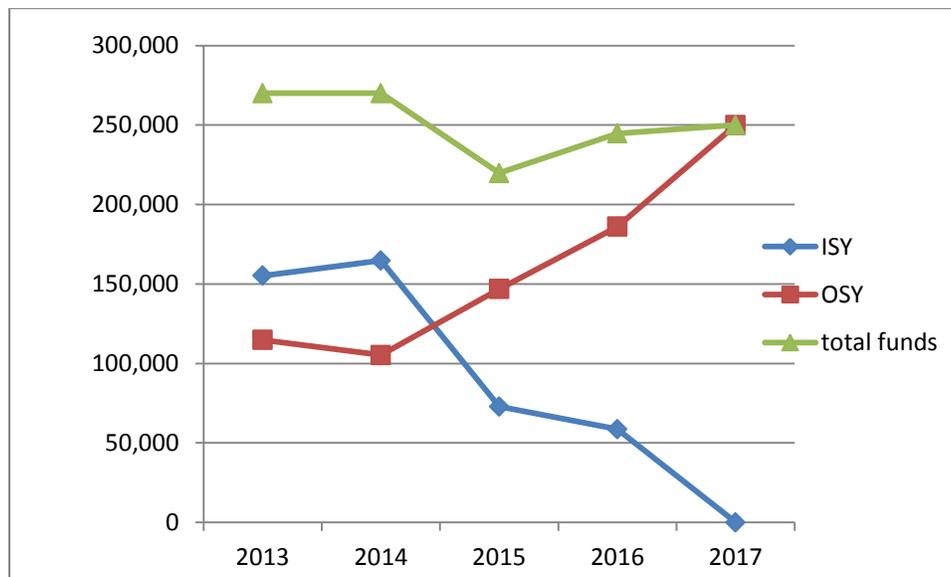
SECTION 3: YOUTH PROGRAM FUNDING

Federal WIOA funds are granted on a formula basis, where the majority of the funds are allocated to local workforce areas; the remainder of funding is reserved for statewide activities. WIOA increases the minimum expenditure rate from 30 percent under WIA to 75 percent for Out-of-School Youth services. In 20 CFR 681.410, the Act requires that at least 75 percent of statewide and local funds be used to provide services/activities to OSY.

The Lower Shore Workforce Alliance will use local WIOA formula funds for Out-of-School Youth programs in the tri-county area. In-School Youth programs will continue to be funded through alternative funding sources when available such as the Rural Maryland Prosperity Investment Fund and the Summer Youth Connections.

**Five-Year Local Funding Review
Out-of-School and In-School Youth Funding**

	2013	2014	2015	2016	2017
ISY	155,250	164,700	72,887	58,608	0
OSY	114,750	105,300	146,872	186,076.3	250,000
Total Funds	270,000	270,000	219,759	244,684.3	250,000



In order to ensure that all three counties are served, LSWA will increase awareness of the Out-of-School Youth programs to Somerset, Worcester and Wicomico counties through: contacting former vendors, newspaper postings, social media, LSWA website and following procurement processes.

Recently, the youth grant cycle was for two years. The first year consisted of service delivery and the second year was used for follow up. The new grant cycle will not provide such limitations on service delivery. During the grant period, vendors will provide active service for as long as is deemed necessary for the individual, as well as 12 months of follow up service regardless of provision of funds.

SECTION 4: SERVICE DELIVERY

Eligibility

To participate in the WIOA OSY program, youth must:

1. Be a US citizen or non-citizen authorized to work in the US;
2. Register for Military Selective Service (if applicable); and
3. Meet WIOA Out-of-School Youth eligibility criteria.

Under the Workforce Innovation and Opportunity Act (WIOA) Section 129(a) (1) (B), an out-of-school youth is defined as an individual who is:

- (A) not attending any school (as defined under State law);
- (B) not younger than age 16 or older than age 24; **and**
- (C) one or more of the following:
 - a. A school dropout.
 - b. A youth who is within the age of compulsory school attendance, but has not attended school for at least the most recent complete school year calendar quarter.
 - c. A recipient of a secondary school diploma or its recognized equivalent who is a low-income individual and is—
 - i. basic skills deficient; or
 - ii. an English language learner.
 - d. An individual who is subject to the juvenile or adult justice system.
 - e. A homeless individual (as defined in section 41403(6) of the Violence against Women Act of 1994 (42 U.S.C. 14043e–2(6))), a homeless child or youth (as defined in section 725(2) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a(2))), a runaway, in foster care or has aged out of the foster care system, a child eligible for assistance under section 477 of the Social Security Act (42 U.S.C. 677), or in an out-of-home placement.
 - f. An individual who is pregnant or parenting.
 - g. A youth who is an individual with a disability.
 - h. A low-income individual who requires additional assistance to enter or complete an educational program or to secure or hold employment.

Effective upon approval of this plan, the local definition of “a low-income individual who requires additional assistance to enter or complete an educational program or to secure or hold employment” is a low income youth:

- with poor work history, no work history, or who has been fired from a job within the last six months prior to application, or who has never held a full-time job for more than 13 consecutive weeks;
- with an incarcerated parent or guardian; or
- who has a family history of substance abuse.

The documentation to substantiate the eligibility criteria will include school records or referrals, court agency or partner referrals, work history, and/or applicant statement, and will be collected at enrollment application, recorded in the Maryland Workforce Exchange, and made part of the participant’s case management file.

Program Requirements

Outreach, Recruitment and Retention

Outreach and recruitment includes but is not limited to identifying potentially eligible youth, working with parents and guardians to secure necessary documentation and working closely with other governmental and community organizations and school systems to identify and recruit OSY. Once enrolled, continued engagement and retention of participants is vital to individual and program success.

Intake, Eligibility Determination and Certification

Providers will be responsible for reasonably determining WIOA eligibility of youth applicants recruited into the program, determining the youth's suitability for program services and collecting and verifying all necessary eligibility source documents. WIOA requires all youth to meet certain eligibility criteria and be determined eligible prior to enrollment and receipt of WIOA funded services. Providers will schedule certification appointments for candidates with designated LSWA staff. At that time LSWA staff will determine eligibility and collect required documents. No provider will serve potential participants with WIOA funds granted from this agency before they are certified by a LSWA staff member.

Objective Assessment

Providers must conduct an objective assessment of the academic level, skills level and service needs of each participant. This includes a review of basic skills, occupational skills, prior work experience, employability, interests, aptitudes, supportive service needs, mental health services and developmental needs. The goal is to accurately evaluate each youth in order to develop an appropriate service strategy to meet their individual needs.

Individual Service Strategy (ISS)

Providers should use the results of the youth participant's objective assessment to develop the ISS for the youth participant. The ISS is an age appropriate, individualized, written plan of short and long-term goals that include career pathways, education and training that leads to stackable credentials and meets individual employment goals, involvement in WIOA youth program elements, support services, incentives and stipends. For all youth, the ISS will identify the timeframe in which each youth will be expected to complete all activities related to each of the goals specified in the ISS. The ISS will clearly connect the services to be provided to the outcomes to be achieved throughout WIOA enrollment and exit. The form for the written ISS will be provided by LSWA. The ISS must be completed and submitted to LSWA within thirty days of certification and must be reviewed and resubmitted every ninety days during active participation.

Case Management

Case Management is the infrastructure for delivering effective services that will facilitate the positive growth and development of each youth and the achievement of performance goals. The process extends from recruitment through follow-up. The case manager motivates participants and coordinates services and information to prepare youth for post-secondary education opportunities, academic and occupational training or employment and training opportunities as appropriate.

Access to a Range of Services

All fourteen WIOA youth program elements are available to enroll youth as needed or requested. If a program does not directly provide one of the program elements, it must demonstrate the ability to make seamless referrals to appropriate providers of such services. WIOA youth program providers will have primary responsibility for ensuring that each participant receives the full continuum of services. Services accessed by a WIOA youth participant will depend upon the needs and goals identified by the participant and case manager as documented in the participant's ISS.

Follow-up Services

Providers are required to deliver at least 12 months of follow-up services to participants who have completed program services, as well as participants who may have dropped out of the program but need additional services. Providers are encouraged to consider the needs and barriers of the individual in determining the appropriate levels and types of follow-up services.

Administrative Requirements

Reporting and monitoring obligations include monthly, quarterly and annual requirements.

WIOA Program Elements

Program providers must make all program elements available to all WIOA participants based on the individual’s needs. Not all program elements will be appropriate for all participants. Sub-contracting of individual elements is allowable. No vendor will be selected who cannot provide access to all fourteen elements. Additionally, the programmatic monitoring process includes review of the availability of each element.

WIOA PROGRAM ELEMENTS		PURPOSE
1	Tutoring, study skills training, and instruction leading to secondary school completion (including dropout prevention strategies);	To improve academic skills and knowledge.
2	Alternative secondary school services, or dropout recovery services, as appropriate;	To provide education/ instruction to youth who have not been successful in traditional education.
3	Paid and unpaid work experience that have as a component academic and occupational education, which may include – (i) summer employment opportunities and other employment opportunities available throughout the school year; (ii) pre-apprenticeship programs, (iii) internships and job shadowing; and (iv) on-the-job training opportunities;	To provide experience in the career field in which they are interested and to assist in developing academic and occupational skills that will transfer to employment in that field. To develop work readiness skills by exposing participants to the world of work.
4	Occupational skill training, which shall include priority consideration for training programs that lead to recognized postsecondary credentials that are aligned with in-demand industry sectors or occupations in the local area involved;	To provide technical skills necessary to perform a specific job or group of jobs.
5	Education offered concurrently with and in the same context as workforce preparation activities and training for a specific occupation or occupational cluster;	To provide a skill based instructional environment.
6	Leadership development opportunities, which may include community service and peer-centered activities encouraging responsibility and other positive social and civic behaviors, as appropriate;	To develop life and employability skills essential to independent living.
7	Supportive services;	To remove or reduce barriers that would prevent program participation.
8	Adult mentoring for the period of participation and a subsequent period, for a total of not less than 12 months;	To provide positive adult role models for youth.
9	Follow-up services for not less than 12 months after the completion of participation, as appropriate;	To provide continued assistance in the transition to employment or further education, this occurs post-exit.
10	Comprehensive guidance and counseling, which may include drug and alcohol abuse counseling and referral as appropriate;	To promote positive growth in skills (educational, personal, social and employability).
11	Financial literacy education;	To encourage skills and knowledge to manage financial resources effectively for lifetime financial security.
12	Entrepreneurial skills training;	To provide skills and education regarding small business ownership.
13	Services that provide labor market and employment information about in-demand industry sectors or occupations available in the local area, such as career awareness, career counseling, and career exploration services; and	To utilize available data to make informed career decisions.
14	Activities that help youth prepare for and transition to post-secondary education and training.	To assist and encourage education, work and long term goals.

WIOA Youth Measures

The outcome measures for youth programs funded under WIOA are provided below. All providers selected for funding must have program designs that support the achievement of these performance measures.

1. The percentage of program participants who are in education or training activities, or in unsubsidized employment, during the second quarter after exit from the program.
2. The percentage of program participants who are in education or training activities, or in unsubsidized employment, during the fourth quarter after exit from the program.
3. The median earnings of program participants who are in unsubsidized employment during the second quarter after exit from the program.
4. The percentage of program participants enrolled in an education or training program that attain a recognized postsecondary credential or a secondary school diploma or its recognized equivalent during participation in or within 1 year after exit from the program.
5. The percentage of program participants who, during a program year, are in an education or training program that leads to a recognized postsecondary credential or employment and who are achieving measurable skill gains toward such a credential or employment.
6. The measure for Effectiveness in Serving Employers is under development.

Local performance measures are negotiated with the state annually.

SECTION 5: SUBGRANT PROCESS

Lower Shore Workforce Alliance selects sub-grantee program providers by competitive bid. The solicitation process seeks proposals for Out-of-School youth between the ages of 16 and 24 that are innovative and reflect quality partnerships with businesses and community agencies who can provide a variety of services and opportunities for the targeted population for the Lower Shore. Active service delivery will occur at any point during the grant cycle. However, vendors are responsible for providing follow up services for a minimum of 12 months after participant exit, regardless of available funding.

Selected sub-grantee vendors are responsible for: engaging in participant recruitment, conducting an objective assessment, developing individual service strategies, making available all fourteen program elements, meeting performance measures, providing case management and maintaining appropriate records. Multiple programs may be funded to ensure that a wide variety of eligible individuals are being served, including targeted populations such as most in need, disabled, English Language Learners and individuals with additional barriers.

During the competitive bid process, proposals are evaluated on their ability to provide services that include a minimum of 20% expenditures on work experience. No vendor will be selected who cannot provide a program which incorporates appropriate strategies. Reporting requirements include a mechanism for recording work experience expenditures. Additionally, both the programmatic and fiscal monitoring processes include review for compliance with the 20% work experience requirement.

Funding for contracts awarded as a result of this process shall be contingent upon continued federal authorization for program activities and is subject to amendment or termination due to lack of funds or authorization. The grant period begin date for selected proposals will be October 1.

RESOURCES

Subject	Link
Tri-County Council for the Lower Eastern Shore of Maryland	www.lowershore.org
Lower Shore Workforce Alliance	www.lswa.org
Workforce Innovation and Opportunity Act (Section 129-Youth workforce investment activities)	https://www.gpo.gov/fdsys/pkg/PLAW-113publ128/pdf/PLAW-113publ128.pdf
Department of Labor: WIOA Final Rule (Part 681-Youth Activities)	www.gpo.gov/fdsys/pkg/FR-2016-08-19/pdf/2016-15975.pdf
Department of Labor: WIOA Guidance	wdr.doleta.gov/directives/All_WIOA_Related_Advisories.cfm
WIOA Resources	www.doleta.gov/wioa/
Department of Labor, Licensing and Regulation Policy Issuances	www.dllr.state.md.us/employment/mpi/
JobsEQ	Source: JobsEQ®
WIOA Measures	wdr.doleta.gov/directives/corr_doc.cfm?DOCN=3255

CONTACT INFORMATION

<p>Becca Webster Workforce Director Lower Shore Workforce Alliance 31901 Tri-County Way, Suite 215 Salisbury MD 21804 410-341-3835 rwebster@lswa.org</p>
<p>Shelly Brown Deputy Workforce Director 31901 Tri-County Way, Suite 215 Salisbury MD 21804 410-341-3835 sbrown@lswa.org</p>
<p>Ivonne Lomax Youth Program Coordinator Lower Shore Workforce Alliance 31901 Tri-County Way, Suite 215 Salisbury MD 21804 410-341-3835 ilomax@lswa.org</p>
<p>Committee Chair Youth Standing Committee</p>
<p>Vice Chair Youth Standing Committee</p>

ADDENDUM TO THE YOUTH STRATEGIC PLAN APPROVED 12/3/2017

On March 14, 20018, the Lower Shore Workforce Development Board approved the following formula for funding youth programs as described in the Youth Strategic Plan:

LSWA Formula - Youth Labor Force (20%) & Total Pop (40%) & Indiv Poverty (15%) & Youth Poverty (15%) & Unemploy Rate (10%)									
Total LSWA Funding	\$100,000								
	Weight	Lower E.S.	WI #	WI Multiplier	WO #	WO Multiplier	SO #	SO Multiplier	
Youth Labor Force (16-19)	0.1	4,229	2,807	0.6638	1,038	0.2454	384	0.0908	
Youth Labor Force (20-24)	0.1	10,822	7,587	0.7011	2,025	0.1871	1,210	0.1118	
<i>Total</i>		<i>15,051</i>	<i>10,394</i>		<i>3,063</i>		<i>1,594</i>		
Total Population	0.4	179,929	102,557	0.5700	51,444	0.2859	25,928	0.1441	
Individual Poverty Rate	0.15	17.2%	16.3%	0.9477	10.2%	0.5930	25.10%	1.4593	
Youth Poverty (u18)	0.15	24.7%	21.1%	0.8543	13.9%	0.5628	39.1%	1.5830	
Unemployment Rate	0.1	7.3%	6.0%	0.8182	9.0%	1.2273	7.0%	0.9545	
Total Funding Breakdown		\$180,000.00	\$71,658.36		\$45,371.55		\$62,970.09		
Pro Rated	1.80	\$100,000.00	\$39,810.20		\$25,206.42		\$34,983.38		

Data Point	Overview	Source
Labor Force	Those working or actively seeking work	ACS_16_5YR_S2301 - Census Bureau (average of 2012-2016 estimates)
Population	Residents	PEP_2016_PEPANNRES - Census Bureau (1YR estimates of 2016)
Poverty	Those living below the federally defined poverty level	ACS_16_5YR_S1701 - Census Bureau (average of 2012-2016 estimates)
Unemployment rate	Not employed but available and actively seeking work	Not Seasonally Adjusted - Unemp.Rate - 2016 Annual Averages - Bureau of Labor Statistics

Use of the formula ensures that residents of all three lower shore counties receive services in a fair and consistent manner based on relevant data. The end result of using this formula is that county distribution is:

