

Background

Section 409.25996, Florida Statutes, requires FloridaCommerce to award grants to organizations that assist non-custodial parents who are unemployed or underemployed and have difficulty meeting child support obligations to become self-sufficient and establish a successful pattern of paying child support.

General Purpose

The Non-Custodial Parent Employment Program assists non-custodial parents with finding employment with earnings that allow them to become self-sufficient and increase their ability to consistently meet child support payments.

Eligible Organizations

Governmental, quasi-governmental, and nonprofit organizations that assist non-custodial parents who are unemployed or underemployed and have difficulty meeting child support obligations to become self-sufficient and establish a successful pattern of meeting child support payments are eligible to apply.

Participant Eligibility

Participants must meet eligibility criteria to be served by the Non-Custodial Parent Employment Program. Participant eligibility criteria includes the following:

1. The non-custodial parent is required to pay child support.
2. The non-custodial parent and related child(ren) must be United States citizens or qualified non-citizens.
3. The non-custodial parent must be eligible to work in the United States.
4. The non-custodial parent, custodial parent and related child(ren) must be residents of Florida.
5. The non-custodial parent must reside in the eligible organization's project service area.
6. The non-custodial parent may be ordered by the courts to seek employment or may enroll in the program voluntarily and develop a plan to cooperate with Child Support Enforcement.
7. The non-custodial parent must be unemployed or underemployed and having difficulty paying child support.

Reporting Requirements

Grantees will be required to collect and report on the following participant characteristics, outputs, and outcomes:

1. Demographic information.
2. Employment status/history.
3. Educational status/history.

4. Low-income
(i.e., recipient of public assistance or income below 200% of the Federal Poverty Level).
5. Court order to seek employment, when applicable.
6. Child receiving TANF/SNAP benefits.
7. Services and activities provided.
8. Completion of program activities.
9. Employment (including date of employment).
10. Participant wages (including date of change in wages).
11. Employment and/or wage information at employment and at 90- and 180-days
12. Payment of child support.
13. Document participant completion of a Vocational Education or Certificate Program or other Certification while participating in the NCPEP.
14. Return on Investment based upon cost per participant compared to child support dollars paid.

Priority

Priority will be given to applications that are jointly submitted by a Local Workforce Development Board (LWDB), as described in section 445.007, Florida Statutes, and an eligible organization. Local Workforce Development Areas (LWDAs) that are not currently receiving funding from FloridaCommerce to operate a non-custodial parent employment program will receive priority over LWDAs that are currently receiving funding from FloridaCommerce to operate a non-custodial parent employment program. The following LWDAs are currently receiving funding to operate a non-custodial parent employment program:

1. Pinellas County (LWDA 14);
2. Hillsborough County (LWDA 15);
3. Pasco and Hernando Counties (LWDA 16); and
4. Miami-Dade County (part of LWDA 23).

Project Service Area

Applications should be based on the LWDAs that the eligible organization is located in. In the application, the eligible organization will be required to identify the LWDA(s) to be served by the proposed project*.

The following link provides a map and list of the LWDAs: <https://lcd.floridajobs.org/>. LWDAs are the corresponding service area for LWDBs.

*If the project does not intend to serve all counties within the service area of the LWDA, the intended counties must be clearly identified/explained in the Project Summary section of the application.

Statement of Need

In the application, eligible organizations will need to explain the need within the project service area for the target population served by the project. For example, child support arrears, court orders, and other relevant data.

Partnerships

If the application is being submitted by an organization other than a LWDB, the eligible organization is encouraged to partner with LWDBs that serve the project service area as joint applicant(s). If applicable, partnership commitment letters such as letters of support, proposed agreement(s) with co-applicant(s), or other appropriate supporting documentation, from each partner, demonstrating a proposed or established relationship will be required.

Project Summary

In the application, eligible organizations will need to briefly describe the proposed project and how it will assist non-custodial parents who are unemployed or underemployed and having difficulty meeting child support obligations to become self-sufficient and establish a successful pattern of paying child support obligations. The eligible organization will be required to address:

1. The strategic partners who have or will support the project's success. Briefly describe existing and planned partnerships that will inform the project design and ensure successful outcomes. Please note each partner's area of expertise (i.e., education and training, community service provider, other) and their expected contribution to the proposed project's successful design, implementation, and outcomes.
2. The individuals, communities, and organizations the project will serve or engage, as appropriate.
3. The required and allowable activities that will be used.

Scope of Services

In the application, eligible organizations will be required to describe how and by whom the following services will be included in the project design:

Core Services

1. Outreach.
2. Orientation, intake, and assessment.
3. Individual Employment Plan (IEP) to include provision of individualized labor market information and wrap-around services.
4. Life skills, including parenting education.
5. Employability skills/job search assistance.
6. Referral to workforce development programs (e.g., Workforce Innovation and Opportunity Act (WIOA), Wagner-Peyser).
7. Employment placement services.

8. Ongoing counseling and services from intake through the first six months (180 days) of employment.

Enhanced Services

(Note: Enhanced Services may be paid for by the grant and/or through other funding sources.) Enhanced Services include:

1. Adult education, GED preparation, English as a Second Language.
2. Occupational skills training.
3. Internships (paid or unpaid).
4. Supportive services.

Program Outputs and Outcomes

Each output and outcome will be counted based on non-duplicated participants. In the application, eligible organizations will need to provide the following numbers for the project service area and types of services to be provided. The number of participants projected to:

1. Be enrolled (overall number of participants projected to be served).
2. Successfully complete orientation, intake, assessment, and development of an Individual Employment Plan (IEP).
3. Successfully complete employability and life skills training as per IEP.
4. Participate in activities in a workforce development program.
5. Enroll in enhanced services.
6. Be placed in a new position (job) or upgrade in an existing position.
7. Retain employment for 180 days at a minimum of 20 hours per week.
8. Pay child support for three months within six months of employment start date or employment upgrade date.

Experience and Qualifications

The application will need to include the eligible organization's, and if applicable, co-applicant's, experience serving non-custodial parents who are unemployed or underemployed. A description of the following will also be required:

1. Recent projects that produced the outputs and outcomes and characteristics of populations served.
2. Staffing level, qualifications, and training for each project service area.
3. Managerial oversight and qualifications (include information about related program outcomes, audits, and monitoring findings, if any, within the last two years).

Proposed Budget

Eligible organizations will need to submit a proposed budget that includes a detailed description of the funding request broken down by cost category (staffing, outreach/participant recruitment, direct participant costs, etc.), cost per participant

served, and total participants anticipated. If the proposal includes a co-applicant, the budget needs to detail the expenditures for each applicant.

Note: Expenses for core services are not expected to exceed \$3,750 per participant. If these expenses exceed this amount, please provide a detailed explanation with the budget.