**Learn & Earn Application Support Center**

**2018 Organizational Profile**

1. **Contact Information**

Organization Name: Click here to enter text.

Federal Employer Identification Number (FEIN): Click here to enter text.

Address: Click here to enter text.

City: Click here to enter text. State: Click here to enter text. Zip Code: xxxxx

Principal Contact Person: Click here to enter text. Title: Click here to enter text.

Phone: xxx-xxx-xxxx Fax: xxx-xxx-xxxx Email: Click here to enter text.

Has your organization served as a Learn & Earn Application Support Center before? Yes: No:

1. **Organizational Overview and Capability**

Mission Statement:Click here to enter text.

Organization’s experience working with youth ages 14-21:Click here to enter text.

**Proposed Location of Application Support Center:** (If proposing multiple sites, please list each separately)

Address: Click here to enter text.

City: Click here to enter text. Zip Code: xxxxx

Resources that will be available to youth at this location during the application period:

Number of rooms: Number of computers/tablets: Number of staff:

Number of youth that can be assisted at full capacity on any given day:

**Additional Location (if applicable):**

Address: Click here to enter text.

City: Click here to enter text. Zip Code: xxxxx

Resources that will be available to youth at this location during the application period:

Number of rooms: Number of computers/tablets: Number of staff:

Number of youth that can be assisted at full capacity on any given day:

**Additional Location (if applicable):**

Address: Click here to enter text.

City: Click here to enter text. Zip Code: xxxxx

Resources that will be available to youth at this location during the application period:

Number of rooms: Number of computers/tablets: Number of staff:

Number of youth that can be assisted at full capacity on any given day:

**By signing below, my organization commits to:**

* Be open at least three days during the week (9:00 AM to 6:00 PM) for each week of the application period; and
* Be open two additional Saturdays (10:00 AM to 2:00 PM) during the application period; and
* Be open at least three weekday evenings (6:00 – 8:00 PM) during the application period; and
* Attend the training for Application Support Centers on February 28 and March 1, 2018.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name Title

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date

**Learn & Earn 2018 General Provider Proposal Cover Sheet**

1. **Contact Information**

Organization Name: Click here to enter text.

Address: Click here to enter text.

City: Click here to enter text. State: Click here to enter text. Zip Code: xxxxx

Principal Contact Person: Click here to enter text. Title: Click here to enter text.

Phone: xxx-xxx-xxxx Fax: xxx-xxx-xxxx Email: Click here to enter text.

Fiscal Contact Person: Click here to enter text. Title: Click here to enter text.

Phone: xxx-xxx-xxxx Fax: xxx-xxx-xxxx Email: Click here to enter text.

Executive Director: Click here to enter text.

Phone: xxx-xxx-xxxx Fax: xxx-xxx-xxxx Email: Click here to enter text.

Has your organization served as a Learn & Earn provider before? Yes: No:

1. **Legal Information**

Is your organization incorporated? Yes: No:

Type of organization: For-profit Non-Profit:

Federal Employer Identification Number (FEIN): Click here to enter text.

If not incorporated, name the legal entity that will act as a fiscal and administrative agent:

Organization Name: Click here to enter text. Contact Person: Click here to enter text.

Phone: xxx-xxx-xxxx Fax: xxx-xxx-xxxx Email: Click here to enter text.

1. **Short Executive Summary** *(this information may be published if program is funded – max 100 words)*

Click here to enter text.

1. **Leveraged Funds** Please list all other sources of funding that will support your proposed summer youth employment program.

|  |  |  |
| --- | --- | --- |
| Funder | Amount | Are funds secured or pending? |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Total Leveraged Funds: |  |  |

Our organization understands that Learn & Earn operates on a reimbursement model and we are prepared to front all costs related to Learn & Earn 2018 Summer program. Initial:\_\_\_\_\_

**(Continues on next page) (page 1 of 2)**

**Learn & Earn 2018 General Provider Proposal Cover Sheet**

1. **Proposed Summer Work Experiences**

Please complete a separate page for each distinct program model you will offer. For example, if you are offering a Work-Study program and an Entrepreneurship program, you should list each opportunity separately.

|  |  |  |  |
| --- | --- | --- | --- |
| **Program Model:** | 🞏 Traditional Summer Job  🞏 Career Exploration  🞏 Service-Learning  🞏 Work-Study/College Readiness  🞏 Entrepreneurship  🞏 Other (Describe): | | |
| **Learning Outcomes:** |  | | |
| **Number of Jobs to be Offered per Skill Level:** | **Beginner** | **Intermediate** | **Advanced** |
|  |  |  |
| **Career Pathways**  **(Check all that apply)** | 🞏 Arts, Entertainment, and Recreation  🞏 Community and Human Services  🞏 Culinary Arts and Hospitality  🞏 Education  🞏 Finance, Insurance, and Entrepreneurship  🞏 Government  🞏 Health Care  🞏 Labor and Trades  🞏 Marketing, Advertising, and Graphic Design  🞏 Park Management and Public Works  🞏 STEM: Science, Technology, Engineering, Mathematics | | |
| **Geographic Locations:**  **(Please be as specific as possible, listing by neighborhood and ZIP code)** |  | | |
| **Worksite Partners:** |  | | |
| **Target Population:** |  | | |

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**Corporate Learn & Earn 2018 Proposal Cover Sheet**

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City: Click here to enter text. State: Click here to enter text. Zip Code: xxxxx

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Executive Director: Click here to enter text.

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|  |  |  |
| --- | --- | --- |
| Funder | Amount | Are funds secured or pending? |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Total Leveraged Funds: |  |  |

Our organization understands that Learn & Earn operates on a reimbursement model and we are prepared to front all costs related to Learn & Earn 2018 Summer program. Initial:\_\_\_\_\_

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**Corporate Learn & Earn 2018 Proposal Cover Sheet**

1. **Proposed Summer Work Experiences**

|  |  |
| --- | --- |
| **Program Model:** | 🞏 Corporate Internship |
| **Learning Outcomes:** |  |
| **Number of Jobs to be Offered:** |  |
| **Career Pathways**  **(Check all that apply)** | 🞏 Arts, Entertainment, and Recreation  🞏 Community and Human Services  🞏 Culinary Arts and Hospitality  🞏 Education  🞏 Finance, Insurance, and Entrepreneurship  🞏 Government  🞏 Health Care  🞏 Labor and Trades  🞏 Marketing, Advertising, and Graphic Design  🞏 Park Management and Public Works  🞏 STEM: Science, Technology, Engineering, Mathematics |
| **Geographic Locations:**  **(Please be as specific as possible, listing by neighborhood and ZIP code)** |  |
| **Worksite Partners:** |  |
| **Target Population:** |  |

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