

Memorandum of Understanding

The purpose of this Memorandum of Understanding (“MOU”) is to outline the partnership relationship of the Pioneer Adult Career Center and The RIDGE Project, Inc. (“RIDGE”) in creating safer communities, healthier families and employment opportunities. This MOU is entered into as a written agreement, contingent upon funding under the Department of Labor’s Pathway Home 2 grant, FOA-ETA-21-02, to coordinate services (where applicable). The project will begin July 2021 and end December 2024.

Specifically, RIDGE shall provide services and workshops to build employment readiness skills and performance character ethics, through the TYRO program, to participants, including:

- TYRO Leadership classes to prepare participants to be successful
- Case management/service coordination
- Funds for credentialed trainings through Adult Career Center

During the course of TYRO Leadership training, RIDGE Case Managers shall work with the participants to ensure they complete all of the necessary steps to enroll in credentialed training programs offered by the Pioneer Adult Career Center. These steps shall be completed by each participant in order to be considered for any industry-recognized training and apprenticeships offered through the Adult Career Center

These steps include:

- Training readiness assessment
- Career interest assessment
- Employment barriers assessment
- TYRO Leadership certificate and pin

The Pioneer Adult Career Center pledges to provide the following:

- Industry recognized job credentialed trainings
- Assist RIDGE Project staff with job placement activities
- Provide consultation for credentialed job training options for participants
- Assistance and consultation to RIDGE Case Managers with training program requirements
- Attendance reports to RIDGE Case Managers
- Progress reports to participants and RIDGE Case Managers

The Pioneer Adult Career Center Program Costs:

- Not to exceed \$5,200/student
- May include instruction in pre-release or post-release settings, all training manuals, instruction, instructor transportation, testing, tools and materials.



Upon award of funding, RIDGE and the Adult Career Center will execute a contract in accordance with the terms contained in this MOU.

Signed and Agreed:

Pioneer Adult Career Center Signature and Title

Date

RIDGE Signature and Title

Date