**SECURE JOBS MONTHLY REPORT: August, 2015**

**Section A: Participants Phase 2 and Phase 3**

Total number of Phase 2 participants ‘carried over’ (enrolled as of July 1st but not yet employed): \_30\_ (note: this number should not change from month to month – it is a point in time count as of July 1st)

Total number (cumulative) of newly enrolled Phase 3 participants July 1st – August:\_\_\_\_\_10\_\_\_

**Total \_\_40\_\_\_\_**

Housing situation of all participants active as of July 1st ***(cumulative # below should match total above***)

Please list current housing situation:

\_\_\_10\_\_   # in shelter

\_\_\_23\_\_   # in an apartment with a subsidy

\_\_\_6\_\_\_   # in an apartment with no subsidy

\_\_\_0\_\_\_   # doubled up

\_\_\_1\_\_\_   # other (please specify) \_\_\_\_\_Couch Surfing\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Of these:

How many have moved from shelter to housing? (cumulative - July through August)  \_\_\_\_14\_\_\_\_\_

How many have moved from housing to shelter? (cumulative - July through August) \_\_\_\_0\_\_\_\_\_

(Cumulative) Of all participants active as of July 1st, the number who were receiving EA, HomeBASE or MRVP at the start of the program who no longer are supported by these housing assistance programs:

                                                \_\_\_\_\_   MRVP

                                                \_\_\_\_\_   EA

                                                \_\_2\_\_  HomeBASE

**Section B: Number of clients served and employed in Phase 3 only**

Enrollment: Phase **3** Participants only

Number newly enrolled in August, 2015 \_\_\_7\_\_\_\_\_

Total number enrolled as of last day of August, 2015:\_\_\_\_\_7\_\_\_\_

Of these, a) Number enrolled through DHCD grant\_\_\_\_\_

 b) Number enrolled through Fireman grant\_\_\_\_7\_\_\_

Number of Phase **3** participant’s exited program in August, 2015:\_\_\_\_\_\_0\_\_\_\_\_

Reasons for exit:\_\_\_\_\_\_\_\_N/A\_\_\_\_\_\_\_\_\_

Total Phase **3** participants exited between July 1, 2015 and last day of August, 2015:\_\_\_\_\_0\_\_\_\_

Employment: Phase **3** Participants

Number newly\* employed in August, 2015:\_\_\_\_0\_\_\_\_\_\_

Of these, a) number in FULL-TIME position (32 or more hours):\_\_\_\_0\_\_\_\_\_\_

 b) number in PART-TIME position (fewer than 32 hours):\_\_\_\_\_0\_\_\_\_

Total newly\* employed between July 1, 2015 and last day of August, 2015, (i.e. Phase 3 YTD):\_\_\_\_0\_\_\_\_

 Of these, a) number employed who were enrolled through DHCD grant\_\_\_\_0\_\_\_

 b) Number employed who were enrolled through Fireman grant\_\_\_0\_\_\_\_

Employment: Phase **2** Participants

Number newly\* employed in August, 2015:\_\_\_\_\_\_5\_\_\_\_

Of these, a) number in FULL-TIME position (32 or more hours):\_\_\_\_\_4\_\_\_\_\_

                b) number in PART-TIME position (fewer than 32 hours):\_\_\_\_\_1\_\_\_\_\_

Total newly\* employed between July 1, 2015 and last day of August, 2015, (i.e. Phase 3 YTD):\_\_\_\_\_5\_\_\_

Of these, a) number employed who were enrolled through DHCD grant\_\_\_\_\_\_\_

                           b) number employed who were enrolled through Fireman grant\_\_\_\_5\_\_\_

Number of Phase 2 participants who are receiving retention / stabilization services \_\_\_12\_\_\_\_

\*"newly employed" means they did not already have a job, but got it while in the program.  *Please only count first employment, i.e. # of people who got jobs, not # of jobs* (so if someone has switched jobs, they are only counted once)

**Section C: Successes**

Please share some of your major accomplishments during August, 2015, including organizational successes and stories of clients' successes. If writing about clients, please note if they are from Phase 1, Phase 2 or Phase 3.

 Doris Lane, a participant from Phase 2, obtained a job in March 2015 as a Production Worker at Unifirst. Although this was a stable job for her, the shift and the character of the work were not in line with her career goals; Unifirst was a short term goal. We kept working with her on her Long term goal, which was to obtain a position as a teacher. On 8/24/15 she was hired by Friedman’s Elementary School, allowing her to achieve her employment goal. Secure Jobs not only helped her get a job, the program helped her build on her career. Currently we follow up on Doris for retention purposes.

**Section D: Program Implementation**

Barriers: What challenges have you encountered in August, 2015? Including challenges with serving clients as well as organizational (i.e. within your agency and/or with partners)

 Currently we have encountered challenges with the combination of barriers that our clients face. Some have no formal education, criminal background, no driving license, below average knowledge of the English language, no extended child care service, substance abuse, mental health issues, and the fear of losing their benefits immediately after being employed.

 Internally we have been facing a restructuring process of the Workforce Development Program to better serve our population and to better document the information that is requested by our funders. Our biggest challenge internally is the lack of a formal meeting/ office space.

Job Retention: What challenges did participants face in retaining jobs? How did you support them through this? *Please give examples*, e.g., paying for interim child care or transportation, mediating with employer, etc.

 In retaining their jobs, the clients have faced the challenge of assuming the costs of daycare and housing as they increase along with their new income. For this reason they have been provided supports like: temporary daycare vouchers for the initial period of employment as well as assistance with their monthly stipends for rent. In some cases, when transportation has been a barrier, we have provided a bus pass for the initial period of employment, until they are able to finance their own pass. Job retention seems to be effective when the clients are placed in jobs that pay above the minimum wage.

**Section E: Cliff Effects**

Please report on any clients who are losing some or all their benefits (TAFDC, SNAP, HomeBASE, child care voucher, etc.) *because their income has increased from employment and/or because they have timed out of benefits*. Please be specific, and include as much of the following information as you can:

* If the income increase triggered benefit loss, at what wage did they lose benefits?
* What types of benefits were lost? What was the most common benefit lost? What was the most disruptive benefit to lose?
	+ Please also include stories of parent fees kicking in or increasing for child care those receiving child care vouchers
* What were the consequences of losing benefits for the family? (e.g., had to move to less expensive housing, had to leave job to care for children, etc.)
* How did Secure Jobs staff support the family through this transition?

Out of the clients that transitioned into Phase 3, we have 14 that we are following up on retention after having been employed. The biggest impact on their sustainability is losing benefits because of the income that their new employment provides. Participants lose all or part of the TAFDC cash benefits and suffer a reduction in their SNAP benefits. Along with this comes an increase in childcare parent fees and their rent. If the participant earns more than $12.00/hour, the impact is less stressful; meanwhile if they earn less than that, it becomes a struggle to manage the expected expenses. Zana Carter for example obtained a job as a cashier at Cumberland Farms for $11.50 per hour. Although this was a stable full time job, in order to sustain her household it was imperative that she pursued a second job so that the loss of benefits and the increase in her living expenses didn’t impact her adversely.