

Kansas Local Area II Service Delivery

Partners will indicate with a check mark services provided within the Local Area II One-Stop System and describe how those services are accessed throughout the area.

Partner: Highland Community College Adult Education	<input type="checkbox"/> Topeka WFC	<input type="checkbox"/> Manhattan WFC
Partner Address/Phone/Website: 1501 West Riley St., Atchison, KS 66002 913-367-6204 ex.104	<input checked="" type="checkbox"/> Lawrence WFC	<input type="checkbox"/> Junction City WFC

Service Delivery Methods - 1) Staff delivered on-site; **2)** Staff delivered off-site (please include location); **3)** Brochures/applications provided to WFC with contact information; **4)** Staff delivered remote access via telephone (include phone #); or **5)** Other (please describe). Please use #1 - #5 in the service delivery columns below.

<input checked="" type="checkbox"/>	Service	Method of Service Delivery
<input checked="" type="checkbox"/>	Outreach, intake and orientation to the information, services, programs, tools and resources available through the local workforce system	#2
<input checked="" type="checkbox"/>	Initial assessment of skill levels, aptitudes, abilities and supportive service needs	#2
<input checked="" type="checkbox"/>	In and out of area job search and placement assistance	#2
<input checked="" type="checkbox"/>	Access to employment opportunity and labor market information	#2
	Performance information and program costs for eligible providers of training, education and workforce services	
	Information on performance of the local workforce system	

<input checked="" type="checkbox"/>	Service	Method of Service Delivery
<input checked="" type="checkbox"/>	Individual counseling and career planning	#2
	Work experience, transitional jobs and internships	
<input checked="" type="checkbox"/>	Workforce preparation services (e.g., development of learning skills, punctuality, communication skills, interviewing skills, personal maintenance, literacy skills, financial literacy skills and professional conduct) to prepare individuals for unsubsidized employment or training	#2
	Post-employment follow-up services and support	
	Occupational skills training through Individual Training Accounts (ITAs)	
<input checked="" type="checkbox"/>	Adult education and literacy activities, including English language acquisition provided in combination with the training services	#2 We are not able to provide English language acquisition

✓	Service	Method of Service Delivery
✓	Information on the availability of supportive services and referral to such, as appropriate	#2
	Information and meaningful assistance on Unemployment Insurance claim filing	
	Determination of potential eligibility for workforce services, programs and referrals	
✓	Information and assistance in applying for financial aid for training and education programs not provided under WIOA	#2
	Labor Exchange services	
✓	Comprehensive and specialized assessments of skill levels and service needs	#2
	Development of an individual employability development plan to identify employment goals, appropriate achievement objectives, and appropriate combination of services for the customer to achieve their employment goals	
	Individual and group counseling	
	Registered apprenticeship training	
✓	Job readiness training	#2
✓	Provision of supportive services (child care, child support, medical assistance, SNAP, earned income tax credit, TANF, transportation, etc.)	#2 childcare

✓	Service	Method of Service Delivery
	On-the-Job Training (OJT)	
	Incumbent worker training	
✓	Programs which combine workplace training with related instruction which may include cooperative education	#2
	Training programs operated by the private sector	
	Customized training conducted with a commitment by an employer or group of employers to employ an individual upon successful completion of the training	
✓	Skill upgrading and retraining	#2
	Entrepreneurial training	
	Other training services as determined by the workforce partner's governing rules	
✓	Conduct outreach to business regarding services	#2
	Provide customized recruitment and job applicant screening, assessment and referral services	
	Use of WFC facilities for recruiting and interviewing job applicants	

