

Performance Improvement Plan Instructions MFIP Work Participation Rate

Counties and Tribes that did not have a Work Participation Rate of 50% or improve by 5% from the previous year must submit a Performance Improvement Plan to qualify for additional performance funds. The Performance Improvement Plan identifies issues and barriers to performance and plans and strategies to improve on this measure over the next biennium.

If current county strategies are not adequate in moving families to employment, counties should explore new ideas including consulting with counties that are performing well on the Work Participation Rate. Some strategies that have been effective include designating a Work Participation Rate Coordinator, structured job search, improved record keeping on MAXIS and Work Force One (WF1), review and reduce the number of unaccounted cases, unpaid work experience, subsidized employment, on the job training and designating a job developer to increase employment opportunities.

Complete the following questions and send this document as an email attachment when submitting your county's biennial service agreement. For questions or inquiries on the Performance Improvement Plan, contact Mayjoua Ly at (651) 431-4030. Approval of the Performance Improvement Plan will follow the same timeline as the service agreements. Quarterly update reports on your county's progress to improve this measure is required by the department. The department will provide further information when guidelines are developed.

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Date completed:	8/29/07

1. Provide a description of overarching factors and systemic issues that impede your county from achieving a Work Participation Rate of 50 percent or more, or a five percentage points improvement from the previous year.

Poverty and unemployment continue to be issues in Becker County. According to the US Census Bureau 2004, persons below poverty is 10.9% for Becker County, and 8.1% for the state. In addition seasonal employment, low wages, scattered worksites and lack of reliable transportation are all conditions that continue to impact our MFIP participants. Our contracted employment services provider also identified the following compounding issues: low academic skills, poor work histories, limited job seeking skills, lack of basic work skills, lack of specific skills and inability to balance work and family. From our LIGSS project which ended in 2003 due to budget cuts, we discovered families had multiple barriers including chemical dependency and mental health issues.

2. How will you address these factors/issues?

In 2006, we added a contract provision for an increased effort methodology called Direct Intensive Goals for Greater Success – DIGGS. Below is a sample of the specific efforts:

*Assess the specific target family situation, identifying strengths and weaknesses. Design and promote family involvement in the plans to achieve self-sufficiency through services individualized for each family.

*Provide coordination of needed services.

*Coordinate all plans (ES, MFIP, Child Care, Children Services, Domestic Violence, Court Ordered, other Social Services) for activities for one common goal – self-sufficiency for the family.

*Conduct comprehensive assessments as they relate to employment.

*Assist clients with successfully implementing their individual plans to include self-sufficient goals, action steps, timetables and staff responsibility.

*Promote activities that coordinate a range of services designed to help MFIP families gain access to needed services.

*Provider services on an outreach basis where appropriate.

*Encourage active involvement of community resources.

*Remain available to assist clients and employers with problem solving after job placement in an effort to encourage job retention.

Increased usage of supported work and the state's Family Stabilization Services will allow restructuring of Rural MN CEP's employment services program to focus on single parent families without modified plans, the participation rate will increase.

3. For each strategy your county will implement, identify the specific populations you will target, action steps you will take, anticipated outcomes and targets, methods and persons responsible for implementation and monitoring performance. Complete one table for each strategy proposed. *(One response box is provided below for the first strategy. Copy, paste and complete a response box for each additional strategy and add rows for each additional action step.)*

Instructions for completing this question:

Strategy – list an approach that you intend to use to improve your Work Participation Rate. For example, unpaid work experience.

Anticipated outcome of strategy – what do you hope to achieve for the identified strategy. For example, 50% of MFIP participants in job search activities will be placed in unpaid work experience after their six weeks of job search.

Person(s) responsible for implementing action steps and monitoring progress – provide the name, title and contact information for the person(s) responsible for implementing and monitoring each action step.

Targets – indicate the county's current annualized WPR performance for the period Apr. 2006 to Mar. 2007 provided by the department. State anticipated annualized targets your county plans to achieve for the periods Apr. 2007 to Mar. 2008 and Apr. 2008 to Mar. 2009.

Action Step for implementing strategy – action steps are activities or tasks that provide step-by-step directions on how to accomplish an overall goal.

Date to be completed – record the expected completion date for each action step.

Method of Measurement/Monitoring – explain how you will measure program improvement strategy(s) based on the information included in the table.

#1 Strategy: Continue DIGGS			
Population: MFIP participants			
Anticipated outcomes: Increase WPR to 50%			
Person(s) responsible: Rural MNCEP			
Targets:	Current annualized WPR performance (Apr. 06 - Mar. 07):		44%
	Anticipated targets you plan to achieve by the end of:	Apr. 07 – Mar. 08	50%
		Apr. 08 – Mar. 09	50%
List Action Steps below for implementing strategy	Date to be completed	Methods of Measuring/Monitoring Progress	
Quarterly Joint Meetings to share ideas/innovations/successes	12/31/08	Increased Quarterly WPR	
Train staff on expectations and strategies	12/31/08	Increased participation	
#2 Strategy: Increase Supported Work Training			
Population: MFIP Participants			
Anticipated outcomes: 50 % of MFIP participants lacking work history or unsuccessful after four weeks of job search will be involved in supported work training.			
Person(s) responsible: Rural MN CEP			
Targets:	Current annualized WPR performance (Apr. 06 - Mar. 07):		44%
	Anticipated targets you plan to achieve by the end of:	Apr. 07 – Mar. 08	50%
		Apr. 08 – Mar. 09	50%
List Action Steps below for implementing strategy	Date to be completed	Methods of Measuring/Monitoring Progress	
Contact employers	12/30/2008	Availability of work sites	
Establish additional work sites	12/30/2008	Number of participants placed, increased Quarterly WPR	

4. How will potential performance funds be used to achieve stated strategies?

In the response box below, enter the amount of the performance funds you will receive for 2008 if your PIP is approved by the department. Briefly state the strategies from Question 3 above and budget the amount to be used for each strategy. Total for all strategies should equal the total amount your county will receive. (Lines for two strategies are provided below. Copy and paste for additional strategies)

Amount of potential performance funds (provided in the WPR table):	\$ 15,346
Strategy 1: Continue DIGGS	\$ 15,346
Strategy 2: Increase unpaid work sites (MFIP Innovation Grant CY07) (Supported Work Project SFY2008)	\$ 0