

**WIOA Additional Assistance (25 Percent) Project Application  
Transmittal Page**

Local Area: Humboldt LWDA

Project Name: County of Humboldt Offshore Wind Supply Chain and Worker Readiness  
Program

Date Submitted: 2/1/2023

The Additional Assistance Application has been reviewed for completeness. The submission includes the required elements:

- Transmittal Page
- Cover / Signature Page
- Exhibit A: Scope of Work
- Exhibit B: Work Plan
- Exhibit C: Performance Goals
- Exhibit D: Partner Roles, Responsibilities and Resources Chart
- Exhibit E: Budget Summary / Expenditure Plan
- Exhibit F: Contractor / Subrecipient Services Worksheet

## Additional Assistance Project Application Cover / Signature Page

Local Area: Humboldt	
<input checked="" type="checkbox"/> New Application	<input type="checkbox"/> Modification
Project Name: County of Humboldt Offshore Wind Supply Chain and Worker Readiness Program	
Total AA Project Request: \$ 851,500	Planned number of participants to be served:
Project Term Dates: 1/1/2023-06/30/2024	
Designated Contact: Scott Adair	Title: Director of Economic Development
Telephone: 707-445-7745	E-mail: workforce@co.humboldt.ca.us
<p><b>High-Level Executive Summary:</b> <i>1 page max:</i></p> <p>The “County of Humboldt Offshore Wind Supply Chain and Worker Readiness Program” is designed to seed and nurture workforce efforts over the entire Offshore Wind (OSW) project lifecycle. This program will be administered by the County of Humboldt’s Economic Development Division in tandem with the Humboldt County Workforce Development Board. Staff will work with program beneficiaries to develop and sustain supply chain businesses as well as develop an emerging OSW workforce by providing grant, loan and technical assistance.</p> <p>The workforce list for OSW is extensive and has the potential to affect workers across most construction and skilled trades, but also will have far reaching affects across ancillary industries including medical, housing, childcare, etc. The workforce directly associated with OSW includes, but is not limited to, manufacturing, fabrication, welding, construction, and safety. OSW has the potential to create as many as 4000 new jobs in our region.</p> <p>The County of Humboldt is currently requesting funding for Phase I of the “County of Humboldt Offshore Wind Supply Chain and Worker Readiness Program,” the Humboldt LDWA proposes the procurement and completion of targeted analysis for local and regional Offshore Wind Supply Chain needs assessments and local and regional Offshore Wind Workforce needs assessments. Based on the findings of these assessments, updates to the Humboldt County local and regional plans will be necessary.</p> <p>In order to meet the demands of OSW, Humboldt must plan strategically for the development of a trained, ready, and equipped workforce. Equally important is readying and preparing supply chain employers who can train, hire, and sustain OSW employees. To ensure educated and targeted programs, travel, training, and education of staff, partners, and Workforce Development Board members will be necessary.</p> <p>Initial stakeholder interest engagement will begin through OSW focused events with local, national and international businesses intending to participate in local workforce development and supply chain.</p> <p>Once Phase I is completed, Phase II will encompass the planning and creation of workforce and business capacity building programs. Phase III will be the implementation of those workforce and business support programs.</p>	

**Additional Assistance Project Application  
Cover / Signature Page**

The goal of the three phases of the County of Humboldt Offshore Wind Supply Chain and Worker Readiness Program to train up to 200 workers in the skilled trades necessary to participate in this new industry, as well as, support the creation of training pipelines, which can then be utilized to train more workers, as future funding and capacity becomes available. This program will provide support to up to 50 businesses looking to upscale to participate in the OSW supply chain, including offering training for incumbent workers to increase their skillsets to what will be required for OSW.

Targeted populations for these workers will be focused on displaced workers, potentially seeking employment and retraining due to events such as the collapse in the legal cannabis marketplace, or natural disasters such as, fire, flood, storms, and earthquakes. Additionally, target populations will be focused on helping those who are traditionally amongst the most disenfranchised and underrepresented populations, such as, local Native Indians, women, BIPOC, and LGBTQA+ individuals.



2/1/2023

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Local Area Executive Director Signature

Date



2/3/2023

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EDD Field Division Chief Signature (New applications only)

Date

## Additional Assistance Project Application

### Exhibit A - Scope of Work

**Provide evidence of substantial layoffs or other qualifying events that have occurred recently.**

*½ page max*

Currently the Humboldt cannabis industry is in collapse, an industry which once drove the economy in Humboldt has suffered greatly under the high costs of legalization. Estimates currently state that legal cannabis businesses will see a downturn from approximately 1500 permits at the end of 2021 to anywhere in the 500 permits, or less, by 2023. For those leaving the cannabis industry that seek to stay in our area, retraining and employment into the Offshore Wind (OSW) industries has the potential to keep people in the workforce and lessen the economic blow to our county, and region, as a whole.

Additionally, Humboldt County has suffered under frequent natural disasters, including fire, flooding, storms and recent earthquakes, which have forced businesses to close and employees to seek training and reemployment. Despite natural disasters in our region, Humboldt is still considered a temperate climate, and frequently seen as place for relocation due to climate change, and natural disastrous outside of our area. As we begin to see climate refuges move to Humboldt, our local workforce programs will need to be agile and able to support this influx of new individuals as they seek local employment.

OSW wind also presents its own challenges, as the scale and skill to provide services to the OSW supply chain is beyond the scale of what currently exists in Humboldt County. Without a robust program to help ensure that businesses can build and train employees, more businesses will be set to fail due to not being able to participate, and the competition from those businesses that will be coming into the area fill the gaps our businesses are not prepared to support. In the end, this could lead to substantial layoffs, and a workforce that is untrained and unprepared to be part of this exciting new industry.

**Explain how the Local Area's WIOA funds available to serve dislocated workers are insufficient to fund the proposed project. *½ page max***

Currently Humboldt County LWDA receives approximately \$1.2m in WIOA formula funds per year. This amount designated to Youth, Dislocated Workers, Adults, Rapid Response and Layoff Aversion, barely touches the amount of programmatic work needed to create focused analysis and to support the subsequent establishment of OSW workforce programs necessary for the unprecedented changes coming to Humboldt County. Even if we were to redirect funds to a project of this size and caliber we'd be taking those funds from programs supporting other much needed workforce support programs.

**Describe the specific types of services and training that will be used and how the project will enable participants to obtain employment and advance their job skills? The plan must be supported by labor market data. *1 page max***

## **Additional Assistance Project Application**

### **Exhibit A - Scope of Work**

First in Phase I, studies will be procured and developed to determine the needs of Humboldt County's local and regional workforce and supply chain. To accomplish this Humboldt County is proposing the development of both a Regional and a Humboldt County Offshore Wind and Renewables Energy Workforce Assessment and Gap analysis, as well as, a Regional and a Humboldt County Offshore Wind and Renewable Energy Supply Chain Assessment and Gap Analysis. These proposed analysis are similar to those done along the East Coast. For Example, The *New Jersey Offshore Wind Workforce Assessment Through 2035*, released by The New Jersey Economic Development Authority and The Governor's Office of Climate Action and the Green Economy.

These analysis then will be used to inform Phase II in which the creation of an integrated Workforce and Supply Chain Plan will occur. Based on the Workforce and Supply Chain Plan, workforce programs will be developed under the guidance of the Humboldt County Workforce Development Board.

Phase III will be the implementation of the developed Workforce and Supply Chain programs. These programs will likely include, individual worker needs assessments, done by career associates at the Job Market. Based on assessed needs career services, such as resume building, and support services, such as financial support for housing, childcare, and transportation, necessary to successfully complete the program and move into employment will be available. Specialized training and education will be available through partnerships with Cal Poly Humboldt, College of the Redwoods, and Labor Unions, with direct pathways in employment with businesses that are part of the OSW supply chain.

Additionally, Phase III programs will likely include the opportunity for incumbent workers to receive training that helps them to work in the OSW workforce and assist businesses they are employed through actively capacity build through increased skillsets, thus reducing the impacts of potential layoffs and downsizing that may be experienced by these businesses if they were unable to compete in the OSW market. In turn this will also provide for increased skillsets and employability for these employees, which in turn will lead to increased salaries and wages.

**Describe your employer engagement strategy. ½ page max**

## Additional Assistance Project Application Exhibit A - Scope of Work

The County of Humboldt's employer engagement strategy utilizes multiple avenues. Through partner programs such as our Community Economic Development Strategy (CEDS), Headwaters Grant and Loan program, and our Workforce Development Programs, our office engages businesses regularly to assess needs and develop supportive strategies.

With offshore wind an inevitability, the Humboldt County Workforce Development Board (HCWDB) has created two focused work groups to ensure that we are systematically and accurately supporting the growing needs of this emerging industry. The first group is the Humboldt County Workforce Development Board Offshore Wind Ad Hoc, which is tasked with educating themselves on offshore wind to help guide and focus the discussions and programs of the Humboldt County Workforce Development Board. Additionally, the HCWDB in partnership with our local Community Economic Resilience Call (CERC) has supported the creation of a twice a month community call for private sector business partners and private sector business support agencies such as chambers of commerce, trade alliances, business improvement districts, main street associations, employer and workforce-based organizations, etc. These calls are a focused education & work group for private sector partners and support agencies interested in offshore wind opportunities in Humboldt County. Topics include offshore wind matters related to infrastructure, development, workforce, supply chain, education, resources and include guest presentations from subject matter experts around the world.

Also, initial stakeholder interest engagement will begin through OSW focused events with local, national and international businesses intending to participate in local workforce development and supply chain.

Additionally, through the work of our Regional Organizer, Workforce Development Board, and county staff, businesses will be engaged in the Phase II, the planning process, through one on ones attended to do direct needs assessments allowing for the tailoring of workforce and business support projects to ensure successful entry into the OSW workforce.

**Identify the occupations for which participants will be trained or employed. Provide expected range of wages per occupations and an explanation of how these occupations were determined, including data source. *½ page max***

## Additional Assistance Project Application

### Exhibit A - Scope of Work

Occupations for which we will be training include, but are not limited to those in the metal working/welding, machine setting, assembling and electrical. These occupations have been identified based on existing OSW workforce assessments associated with East Coast OSW projects, such as in the *New Jersey Offshore Wind Workforce Assessment Through 2035*, released by The New Jersey Economic Development Authority and The Governor's Office of Climate Action and the Green Economy. However, exact occupations for Humboldt programs will be identified based on business engagement and the completion of the proposed local assessments.

All occupations targeted will be prevailing wage jobs. Examples for Humboldt County prevailing wage total hourly rates (per the State of California Department of Industrial Relations data for 2022 prevailing wages):

- Metal worker/welder \$58/hr.-\$89/hr.
- Electrician \$40/hr.- \$75/hr.

**Describe TAA involvement if applicable.  $\frac{1}{2}$  page max**

N/A

**Additional Assistance Project Application  
Exhibit A - Scope of Work**

**Layoff/Event Summary**

Affected Business Name	City/Location	Industry	Notification Date	Layoff Date	Number of Affected Workers	Layoff Data Source <sup>1</sup>
				<b>Total</b>		

<sup>1</sup> WARN Notice, Newspaper articles, etc.



**Additional Assistance Project Application  
Exhibit B - Work Plan**

Activities	Milestone / Deliverables	Estimated Completion Timeline / Quarter
<b>Outreach / Recruitment</b>		
CERC OSW Business and Industry group		
Discussions RWE, COP, NREL, BOEM, BNOW, ect.		
<b>Employer Engagement Activities</b>		
CERC OSW Business and Industry Group		
Workforce Development Board OSW Ad Hoc		
OSW EVENTS (PowerCA, Operating Engineers event)		
<b>Assessment / Career Services</b>		
<b>Training, Education, Support Services, etc.</b>		
<b>Apprenticeship / Pre-apprenticeship</b>		
<b>Work Experience, On-the-Job-Training, Internship, etc.</b>		

**Additional Assistance Project Application  
Exhibit B - Work Plan**

<b>Job Placement, Retention, Follow-up, etc.</b>		
<b>Other (Describe)</b>		
OSW conferences: Portland, Sacramento, Baltimore, ect.		
Business Network for Offshore Wind training and education programs.		

**Additional Assistance Project Application  
Exhibit C - Performance Goals**

I. Quarterly Participation (Cumulative)						
	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Quarter 5	Quarter 6
A. Participants Enrolled						
B. Participants Co-Enrolled in other WIOA Programs						
C. Participants Exited						
D. Employed at Exit						
II. Program Services (Total participants to receive the following during the term of the project)						
A. Career Services						
B. Training Services						
C. Follow Up Services						
III. Performance Goals			WIOA Negotiated Local Goals Percentage	AA Project Goal Percentage		
A.	Unsubsidized Employment at 2 <sup>nd</sup> Quarter		%	%		
B.	Unsubsidized Employment at 4 <sup>th</sup> Quarter		%	%		
C.	Credential Attainment Rate		%	%		
D.	Median Earnings		%	%		
E.	Measurable Skill Gains		%	%		

**AA Project Goals should align with WIOA Negotiated Local Goals. If they do not, a justification must be included. ½ page max**

Click here to enter text.

**Additional Assistance Project Application**  
**Exhibit D - Partner Roles, Responsibilities, And Resources Chart**

<i>A</i>	<i>B</i>	<i>C</i>	<i>D</i>	<i>E</i>
Organization Type	Name of Partner	Role and Responsibilities	Amount of Leveraged Resources	Description of Leveraged Resources
<b>Section 1 – Required Partner</b>				
Employment Development Department	Wagner- Peyser		0.00	
<b>Section 2 – Other Partners</b>				
Local Workforce Development Boards	County of Humboldt Workforce Development Board	Oversight and program administration	0.00	
			0.00	
			0.00	
Employers/Industry	Metal Workers	Program development input and end employment/OJT/WEX	0.00	
	Welders	Program development input and end employment/OJT/WEX	0.00	
	Electricians	Program development input and end employment/OJT/WEX	0.00	
Community Colleges	College of the Redwoods	Program development input and education/training	0.00	
			0.00	
			0.00	
Other Educational Institutions	Cal Poly Humboldt	Program development input and education/training	0.00	
	Humboldt County Office of Education	Program development input and education/training	0.00	
			0.00	
Training Providers	Cal Poly	Program development input and education/training	0.00	
	College of the Redwoods	Program development input and education/training	0.00	
	Labor	Program development input and education/training	0.00	

**Additional Assistance Project Application**  
**Exhibit D - Partner Roles, Responsibilities, And Resources Chart**

Unions or Other Labor Organizations	OE3	Program development input and education/training	0.00	
	Local 324	Program development input and education/training	0.00	
			0.00	

**Additional Assistance Project Application**  
**Exhibit D - Partner Roles, Responsibilities, And Resources Chart**

Community Based Organizations/Faith Based Organizations/other Non-Profits	Humboldt Area Foundation/CORE Hub		0.00	
	Jefferson Center/West		0.00	
			0.00	
Others: (list)			0.00	
			0.00	
			0.00	
<b>Total non-WIOA Resources</b>				

**Additional Assistance Project Application**  
**Exhibit E - Budget Summary / Expenditure Plan**

**Section I - Budget Summary**

*The total of the administration costs may not exceed 10 percent.*

<i>Local Area Budget</i>	<i>A</i>	<i>B</i>	<i>C (A + B)</i>	<i>D</i>
<b>Project Costs</b>	<b>Admin</b>	<b>Program</b>	<b>Total Project Budget</b>	<b>Use of Funds (Brief Description)</b>
<b>a. Staff Salaries</b>	41500.00	215000.00	256500.00	Administrative oversight, reporting, and program development and administration
<i>Full Time Equivalents: _____</i>				
<b>b. Staff Benefits</b>	20000.00	115000.00	115000.00	Administrative oversight, reporting, and program development and administration
<i>Staff Benefit Rate: _____</i>				
<b>c. Staff Travel</b>	0.00	100000.00	100000	Program development and administration related staff travel to conferences and one on one OSW education
<b>d. Operating Expenses<sup>2</sup></b>	0.00	0.00	0.00	
<b>e. Equipment<sup>3</sup></b>	0.00	0.00	0.00	
<b>f. Indirect Costs</b>	10000.00	0.00	10000	Indirect costs
<i>Indirect Cost Rate: _____ %</i>				
<b>g. Education Expenses</b>	0.00	0.00	0.00	
<b>h. On the Job Training</b>	0.00	0.00	0.00	
<b>i. Participant Wages Fringe / Benefits</b>	0.00	0.00	0.00	
<b>j. Participant Support Services</b>	0.00	0.00	0.00	
<b>k. Contract Services</b>	0.00	350000.00	350000.00	Analysis
<b>l. Other (describe): Job retention services</b>	0.00	0.00	0.00	
<b>Local Area Subtotals</b>	<b>71,500</b>	<b>780,000</b>	<b>851,500</b>	

<sup>2</sup> Communications, Facilities, Utilities, Maintenance, Consumable Supplies, Audit, etc.

<sup>3</sup> Equipment over \$5,000 must have Prior Approval from EDD Regional Advisor

**Additional Assistance Project Application  
Exhibit E - Budget Summary / Expenditure Plan**

Local Area Portion (Column C Subtotal): \$ \_\_\_\_\_  
 EDD Portion (In addition to Column C – listed below): \$ \_\_\_\_\_  
**Total AA Project Request:** \$ \_\_\_\_\_

**Provide an additional narrative justification for line items contained in the budget summary, if needed. All proposed costs must be demonstrably necessary and reasonable. ½ page max**

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**EDD Portion Activities - Required**

Planned EDD Activities	Projected Budget
	0.00
	0.00
	0.00
	0.00

**Section II – Expenditure Plan**

Expenditure Plan – Quarterly cumulative plan for WIOA expenditures (Column C)						
	<i>Quarter 1</i>	<i>Quarter 2</i>	<i>Quarter 3</i>	<i>Quarter 4</i>	<i>Quarter 5</i>	<i>Quarter 6</i>
Planned Expenditures	50000.00	160300.00	160300.00	160300.00	160300.00	160300.00

**Section III – Cost Per Participant**

Cost-per participant = Total Additional Assistance Request ÷ number of Project Participants

**Planned Cost-Per Participant:** \_\_\_\_\_



**Additional Assistance Project Application**  
**Exhibit F – Contractor / Subrecipient Services Worksheet**

<b>Description / Type of Service (including career and training services)</b>	<b>Projected Cost</b>	<b>Service Provider (If Known)</b>
Local and Regional Offshore Wind Supply Chain needs assessments	175000.00	
Local and Regional Offshore Wind Workforce needs assessments	175000.00	
	0.00	
	0.00	
	0.00	

*All contractual services must be competitively procured in accordance with federal and state procurement regulations and policies. See Workforce Services Directive [WSD17-08](#).*