

# DISABILITY EMPLOYMENT INITIATIVE

## Suggested

### Quarterly Narrative Report

The information that DEI projects provide in the ETA Narrative Report template helps to track grantee actual performance outcomes in relation to the negotiated goals on a quarterly basis. For each reporting period, it would be helpful if grantees could provide cumulative information for each quarterly update.

Grantee Information			
Grantee Name:	Minnesota Dept. of Employment and Economic Development		
Address:	332 Minnesota Street, Suite E200		
City/State/Zip:	Saint Paul	MN	55101
Grant Number :	DI-2380-12-7-A-27	Report Period: 10/1/12 – 12/31/12	

#### Status of Grant Implementation and Progress To-Date

**For this grant reporting period, please provide the status of implementation of the Strategic Service Delivery Components that your project is implementing to include: a. current status; b. challenges, and c. notable activities:**

- **Integrated Resource Team Approach:**

**a. Current status:**

**b. Challenges:**

**c. Notable activities:**

The Youth Assessment form under development (see Guideposts “Current Status”) will facilitate a holistic review of youth strengths and needs using the Guidepost for Success framework by helping staff to identify areas of need that will require collaboration and/or assistance from organizations with resources beyond the scope of the WIA program itself.

• **Integrating Resources and Services, Blending and Braiding funds:**

a. **Current status:**

b. **Challenges:**

c. **Notable activities:**

• **Customized Employment:**

a. **Current status:**

b. **Challenges:**

c. **Notable activities:**

• **Self-Employment:**

a. **Current status:**

b. **Challenges:**

c. **Notable activities:**

• **Guideposts for Success**

a. **Current status:**

- In November, PACER staff spoke with the National Collaborative on Workforce and Disability for Youth partners about MN's DEI project and the need to produce a youth participant resource planning tool based on the Guideposts for Success. They were referred to the Michigan DEI project which has a similar product under development. PACER staff followed up by contacting the Michigan project and obtained a copy of the tool they are using.

b. **Challenges:**

- NDI and NCWD/Youth are working with Minnesota to provide additional information on the existing resources and technical assistance available to the State/Local DEI sites. The national meeting in March will be extremely beneficial in this regard. And it provides an opportunity for MN to network with other states.

**c. Notable activities:**

**• Asset Development Strategies:**

**a. Current status:**

**b. Challenges:**

**c. Notable activities:**

**• Partnerships and Collaboration:**

**a. Current status:**

- DEED's Office of Youth Development and Implementation Site staff participated in a NDI sponsored orientation webinar in December in order to increase their knowledge of appropriate DEI partnerships.

**b. Challenges:**

**c. Notable activities:**

- A Shared Youth Vision (SYV) team meeting hosted by the Humphrey Job Corps on December 10, 2012, hi-lighted the DEI award and featured "Disability Training 101" (DB 101); a collaborative effort of Vocational Rehabilitation Services and the MN Department of Human Services. DB 101 will be offered to the Implementation sites as a resource tool to assist with DEI participant benefits planning. Members of the SYV State Team serve on the DEI Project Steering Committee. The next meeting of this group, hosted by the Minnesota Department of Education, will be held on March 5, 2013. Contact information for the SYV team may be found here:

[http://www.positivelyminnesota.com/All\\_Programs\\_Services/Office\\_of\\_Youth\\_Development/Minnesota\\_Shared\\_Vision\\_for\\_Youth\\_Activities/index.aspx](http://www.positivelyminnesota.com/All_Programs_Services/Office_of_Youth_Development/Minnesota_Shared_Vision_for_Youth_Activities/index.aspx)

**Obstacles/Barriers to Grant Implementation, if applicable:**

**Other Significant Accomplishments:**

**For this grant reporting period, please describe the development of any DEI products and/or materials (include electronic copies as separate attachments with your report, if available):**

- The MN DEI Project/DEED's Office of Youth Development established a MN DEI website during the first quarter. [http://www.positivelyminnesota.com/All\\_Programs\\_Services/Office\\_of\\_Youth\\_Development/MN\\_DEI/index.aspx](http://www.positivelyminnesota.com/All_Programs_Services/Office_of_Youth_Development/MN_DEI/index.aspx)

- DEED's Office of Youth Development developed and released the Implementation Site Phase I Planning Instructions
- DEED's Office of Youth Development hired Anne Fischer as the DEI Project Lead and invited her to attend the December 10, 2012 Shared Youth Vision Team Meeting.
- DEED's Office of Youth Development negotiated and put DEI contracts in place with PACER Center, Inc.
- DEED's Office of Youth Development negotiated and put a DEI Interagency Agreement in place with the Minnesota Department of Education.

**Short-term Grant Goals (three - six months):**

- Release of Phase II Implementation Site Work Plan and authorization of submitted Plans.
- Release of Control Site Work Plan and Budget and authorization of submitted Plans
- Further development of MN DEI website, establishment of direct links to Implementation sites
- DEI Orientation of Implementation sites by Project Lead
- Development of MN DEI Project marketing materials
- Implementation site TtW, work incentives, and benefits planning training conducted jointly by Social Security Administration, Vocational Rehabilitation Services and PACER Center staff
- Creation of DEI Monitoring Guide for use by DEED Project Lead when conducting monitoring visits of PACER and Implementation sites
- Creation of Data Sharing Agreement by Project Lead
- Adoption of plan and creation of data collection system to adequately collect required DEI data
- Development of family training curriculum, creation of on-line needs assessment of Implementation sites staff training needs and assessment of cultural needs/technical assistance of Implementation sites by PACER Center, Inc.
- Transfer of DEED's EN status to the DEI Project

**Outstanding Questions:**

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