



## **Application for Recertification: Work Ready in Progress Status**

### **Edited on January 6, 2022**

All applications for Work Ready Community status submitted on or after January 7, 2022 must use this revised application and criteria.

**Sponsored by:**

Kentucky Workforce Innovation Board  
Kentucky Education and Workforce Development Cabinet

# Kentucky Work Ready Communities

## WORK READY COMMUNITIES APPLICATION

<b>NAME OF COUNTY:</b>	
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<b>Working Age (18-64) Population w/o HS diploma or HSE (%):</b>		<b>High School Graduation Rate (%)</b>	
<b>Population with some college (%):</b>		<b>Population with an Associate's Degree or Higher (%):</b>	

Can be found at <https://kystats.ky.gov/latest/wrc>

	<b>Number (#) Enrolled (Planned or Current)</b>	<b>Number (#) Awarded (Anticipated or Actual)</b>
<b>High School Work Ethic Seal</b>		
<b>Career Readiness Certificates (NCRC, KCRC, KY Essential Skills Certificate, etc.)</b>		
<b>Work Based Learning Opportunities</b>		

Your Local Workforce Investment Board and school administrators can help gather this information.

	<b>Rural (&lt;50K) or Urban (&gt;50K)? (Circle One)</b>	<b>Population (%) with availability to 25 Mbps</b>
<b>Internet Availability &amp; Speed</b>	<b>RURAL / URBAN</b>	

Can be found at <https://kystats.ky.gov/latest/wrc>

	<b>Current Labor Force Participation Rate (%)</b>	<b>Goal over 3 years (%). (Write N/A for WRiP.)</b>
<b>Labor Force Participation Rate</b>		

Can be found at <https://kystats.ky.gov/latest/wrc>

Please also complete the attached narratives and the attach the following documentation:

- Committee Roster (including names, position/employer, and contact information).
- Sign-in sheets for any Work Ready Communities Committee meetings.

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## NARRATIVES/PLANS

For the following narratives, please include 2-3 **specific** examples of the programs, policies, or plans your community has implemented to meet or maintain the benchmarks presented. Data, statistics, and other measurements of success are strongly encouraged. Please limit your responses to each narrative to **approximately 2-3 paragraphs each**.

1. All applicants must complete Narrative 1.

**Narrative 1: Graduation Rate:** Please explain your county's plan of action to achieve or maintain a 90% high school graduation rate. What challenges, if any, do you expect and how can you overcome those challenges?

2. All applicants must complete Narrative 2.

**Narrative 2: Working Age Population without High School Diploma or Equivalent (HSE):** Please explain your county's plan of action to decrease the percentage of working age individuals in your county to or below 15%. What challenges, if any, do you expect and how can you overcome those challenges?

3. All applicants must complete Narrative 3.

**Narrative 3: College Credit or Higher:** To be certified Work Ready, 43% of the population should have some college or a higher degree. Please explain your county's plan of action to achieve or increase this level of attainment. What challenges, if any, do you expect and how can you overcome those challenges?

4. All applicants must complete Narrative 4.

**Narrative 4: Associates Degree or Higher:** To be certified Work Ready, 25% of the population should have some college or a higher degree. (If you qualify for the exception outlined in the criteria, please explain so here). Please explain your county's plan of action to achieve or increase this level of attainment. What challenges, if any, do you expect and how can you overcome those challenges?

5. All applicants must complete Narrative 5.

**Narrative 5: Broadband Availability:** Please explain your county's plan of action to get internet availability to the necessary percentage of the population (60% for rural counties, 90% for urban counties). What challenges, if any, do you expect and how can you overcome those challenges?

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6. All applicants must complete Narrative 6.

**Narrative 6: Soft Skills Programs:** Discuss your programs that address work ethic/soft skills development and credentialing for both the secondary school and postsecondary adult populations. This includes the High School Work Ethic Seal, Kentucky Essential Skills Certificate, and any other supplemental programs for Career Readiness Certificates.

**The programs must meet the following minimum standards:**

- provide evidence of employer engagement in the program development process, including representation of the county's most prolific businesses and industries,
- provide evidence that employers recognize achievement of work ethic or soft skills credential in their hiring/advancement processes,
- programs must include measurable goals for annual improvement in the raw number and percentage of workforce credentialed,
- plans must include a strategy to assure employers of the sustainability of the programs, and
- programs must address, at a minimum, the following topical areas: attendance/punctuality, communication, teamwork, leadership, and critical thinking.

7. All applicants must complete Narrative 7.

**Narrative 7: Work Based Learning Opportunities:** Explain what Work Based Learning Opportunities (apprenticeships, internships, co-ops, etc.) are available in your county. What employers are involved in your community? How are these opportunities promoted? What plans do you have to increase these opportunities? What challenges, if any, do you expect and how can you overcome these challenges?

8. All applicants must complete Narrative 8.

**Narrative 8: Engagement of Underserved Populations:** The KWIB has identified 10 categories of underserved individuals: those with disabilities, veterans, ex-offenders, foster youth, youth and young adults, recovery, homeless, unemployed, underemployed, and foreign-born.

Please select the 2-3 most prevalent populations in your community and discuss your plan to provide employment & engagement opportunities to individuals in the underserved categories. Plan should address potential barriers such as childcare, health, housing, and transportation that may exist.

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9. All applicants must complete Narrative 9. Supporting statistics available at <https://kystats.ky.gov/KYLM>

**Narrative 9: Workforce Supply vs. Demand:** Please identify the top five occupational needs for each KWIB sector that are required currently and over the next five years. Discuss how your community works with your local workforce board, educational partners, and employers to review and subsequently analyze occupational demand (by industry sector) in order to develop a system that supplies industry with the talent pipeline needed for a thriving business environment.

### Submittal Format

All applications must be submitted in PDF format and submitted by email, with receipt verification, or a flash drive via verifiable delivery. It is the responsibility of the applicant to verify delivery/receipt of the application.

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